

San Luis Obispo County Emergency Operations Plan

Part 1

General Information

Note: Since the June 2014 update of the Emergency Operations Plan was an administrative update, there is no Letter of Promulgation included and the below letter remains valid.

LETTER OF PROMULGATION

December 16, 2008

To the Citizens, Visitors, Employees, and Officials of San Luis Obispo County:

The preservation of life, property and the environment is an inherent responsibility of local, state, and federal government. The County of San Luis Obispo has prepared this Emergency Operations Plan to help ensure that responsibility is met.

While no plan can completely anticipate all events, good plans and procedures carried out by knowledgeable and trained personnel can minimize losses. This plan provides policy and guidance for the coordination of planning efforts involving the many county emergency and related organizations which serve the citizens of, and visitors to, San Luis Obispo County.

This Emergency Operations Plan is an extension of the State Emergency Plan, and is written to be compliant with the National Incident Management System (NIMS) and the National Response Framework. It will be reviewed and exercised periodically and revised as necessary to meet changing conditions. Experiences based upon and gained from emergency drills and exercises, actual emergencies or other incidents, or lessons learned from other sources, can result in a need to change or update this Emergency Operations Plan and/or related documents. As a result, changes to the Plan which do not result in changes of policies made and/or approved by the Board of Supervisors can be made by the County Office of Emergency Services and/or other agencies, as appropriate, however such changes need to be coordinated with County OES. It may also be modified if responsibilities, procedures, laws, rules, or regulations pertaining to emergency management and operations change.

The San Luis Obispo County Board of Supervisors gives its full support to this plan and urges all officials, employees and citizens, individually and collectively, to do their share in the total emergency preparedness effort of San Luis Obispo County.

This letter promulgates the San Luis Obispo County Emergency Operations Plan, constitutes the adoption of the San Luis Obispo County Emergency Operations Plan. This Emergency Operations Plan becomes effective on approval by the San Luis Obispo County Board of Supervisors on the date indicated below.

Original signed by James R. Patterson

Chairperson, Board of Supervisors
County of San Luis Obispo

December 16, 2008

RECORD OF CHANGES

Record of Changes			
Change number	Date	Posted By	Summary of Change
2014-1			Administrative revision; see bottom of page

This record of changes is used to identify the latest version of the Emergency Operations Plan. It lists past changes and the reasons for the changes. It also provides for version control and serves to track revisions.

Change 2014-1 was an administrative revision to update terms and references, such as changed Cal EMA to Cal OES, guidelines for various levels of EOC activation, changed the county profile and threat information to their own section versus being in the body of the plan (and added updated information such as drought and the discovery of the Shoreline earthquake fault), updated information related to Voluntary Organizations Assisting in Disaster, and related administrative updates. Other updates included changing the referenced time for the Board of Supervisors to review a local emergency proclamation from every 14 days to every 30 days (the change was made to County Code since the last EOP update; this EOP is simply updated with the current information), added information on social media, cell phone emergency notification system, WebEOC emergency management software information, referenced our updated Local Hazard Mitigation Plan, and made numerous other minor updates. No policy changes were made.

Introduction

The San Luis Obispo County Emergency Operations Plan (EOP) addresses the planned response to extraordinary emergency situations associated with natural disasters, technological incidents, and national security emergencies in or affecting San Luis Obispo County. The purpose of this EOP is not to go into specific detail on emergency operations and procedures used "in the field" by first responders, such as law enforcement, fire, public works, emergency medical services, and other response agencies. It is intended as an overview of emergency management in the Operational Area and is not a detailed operational document.

The primary audience is intended to be emergency management professionals from throughout the San Luis Obispo County Operational Area, as well state and federal agencies which work with the County on emergency planning and response efforts.

A key intent of this EOP is to explain how overall emergency management is coordinated countywide, to address concerns related to continuity of government for the County of San Luis Obispo, and related emergency management issues. This document is also intended to serve as a policy and planning reference. Departments within the county of San Luis Obispo and other local governments who have roles and responsibilities identified by this plan are encouraged to develop supporting emergency plans, standard operating procedures (SOPs) or guides and emergency response checklists based on the provisions of this plan. This plan will be used in conjunction with the State Emergency Plan.

In addition, this plan has affiliated functional, non-policy standard operating procedures, annexes, and guidelines which are updated on an as needed basis, without the need for Board of Supervisor's approval.

The purpose of this plan includes the following:

Identify the emergency management organization that may be required to coordinate response to significant emergencies or disasters affecting San Luis Obispo County;

Identify policies, responsibilities and procedures that may be required to help protect the health and safety of San Luis Obispo County communities against the effects of natural and technological emergencies and disasters;

Identify the operational concepts and procedures associated coordinating and supporting field response to emergencies, County Emergency Operations Center (EOC) activities, and the recovery process;

Establish the framework for implementation of the National Incident Management System (NIMS) and the California Standardized Emergency Management System (SEMS) for San Luis Obispo County. SEMS is intended to facilitate multi-agency and multi-jurisdictional coordination, particularly between San Luis Obispo County and other local governments, including special districts and state agencies, in emergency operations.

This EOP is intended to be and all attempts have been made to make it consistent with the federal Disaster Response Framework and Disaster Recovery Framework.

Contents of Each Part of this Plan

Shown below is general information on the contents of each of the six parts of this plan; specific, more detailed tables of contents are shown near the beginning of each of the six parts. The table of contents for Part 1 of this plan is on the following page.

The plan is divided into the following parts:

Part 1 - General Information

Part 1 serves as the "basic plan" which describes the structure of San Luis Obispo County emergency management organization; its responsibilities and operational concepts for multi-hazard emergency preparedness, response, recovery, and mitigation; information on the National Incident Management System (NIMS) and California's Standardized Emergency Management System (SEMS); continuity of government; policy issues related to emergency management; and basic overview information. Information is also provided on the capability of this EOP with the federal National Response Framework.

Part 2 - Response Operations Overview

Part 2 focuses on initial emergency response and provides an overview of operations procedures. It has an overview of hazard specific basic procedures used by field level responders, included detailed information on the on the Incident Command System.

Part 3 - Extended Response Operations

Part 3 addresses extended emergency response operations. It includes an overview of the roles of each function or position in the County EOC, including providing documents than can be used as guidelines or checklists for each position.

Part 4 - Recovery Operations

Part 4 addresses recovery coordination and mitigation activities. It describes the procedures to coordinate recovery operations within San Luis Obispo County, and procedures for obtaining state and federal disaster assistance funds for damage restoration and mitigation projects.

Part 5 - Overview of Attachments and Referenced Stand Alone Documents

Part 5 contains a copy of the County's emergency ordinance, San Luis Obispo County Operational Area formation information, and related references. It also provides an overview of separate documents such as stand-alone emergency plans, and standard operating procedures for specific functions which are considered attachments to, or compatible with, this EOP.

Part 6 - Overview of San Luis Obispo County and Hazards and Threats

There are a number of potential natural and technological threats which could impact San Luis Obispo County, including earthquakes, hazardous material incidents, flooding, dams, wildland fire, urban fire, wildland-urban interface fire, tsunamis, drought, freeze, terrorism, and other natural and technological hazards. Part 6 also provides an overview of basic issues related to the unique preparedness needs for nuclear power plant emergency planning, and terrorism.

In addition to the information shown in Part 6, maps and more detailed information on a number of particular threats is available in the San Luis Obispo County Safety Element (December 1999) or the San Luis Obispo County Local Hazard Mitigation Plan (LHMP, August 2011). The Safety Element can be reviewed or purchased from the County Planning Department. The LHMP can be reviewed or obtained from County OES. As of the date of the June 2014 update of this plan, an updated LHMP is complete and awaiting approval of Cal OES and FEMA.

Information is also provided on the capability of this EOP with the federal National Recovery Framework.

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Emergency Operations Plan Distribution

The following departments or agencies have or have access to a complete copy of the San Luis Obispo County Emergency Operations Plan (the plan may be distributed electronically). The EOP is available on the County OES web site.

<u>Department/Agency</u>	<u>No. of Copies</u>
County Administrator	1
County Sheriff's Office	2
County/Cal Fire	2
County Public Works Department	1
County Public Health Agency	2
County General Services Agency	1
County Clerk-Recorders Office	1
Department of Social Services	1
County OES, Administrative Office	1
County Emergency Operations Center	2
County Office of Education	1
City of Paso Robles	1
City of Atascadero	1
City of Morro Bay	1
City of San Luis Obispo	1
City of Pismo Beach	1
City of Grover Beach	1
City of Arroyo Grande	1
Governor's Office of Emergency Services, Southern Region*	1

*** Note regarding references to the Governor's Office of Emergency Services or the State Office of Emergency Services (State OES) and the California Emergency Management Agency:** Effective July 1, 2013 the California Emergency Management changed from an agency to the Office of Emergency Services and directly reports to the Governor. As such, any reference in this document to the Governor's Office of Emergency Services, State OES, California OES, or California Emergency Management Agency refers to the same agency. In this EOP, the general common reference term will be State OES to easily distinguish it from County OES.

Part 1

GENERAL INFORMATION

In the Nation's system of emergency management, generally local government must act first to address the public's emergency needs. Depending on the nature and size of the emergency, Federal, state, territorial, tribal, and regional assistance may be provided to local jurisdictions. The focus of local Emergency Operations Plans (EOP), including this one, is on the key emergency measures that are essential for protecting the public. At the minimum, these measures include warning, emergency public information, evacuation, and shelter.

This EOP addresses several overall policy and coordination issues and functions related to emergency management. The functions focus on actions such as command, warning, public notification, and evacuation that local government may need to take during the initial phase of response operations and that fall outside of the day-to-day field and related response and recovery missions.

This EOP can be considered as the overall master planning document for emergency management preparedness, response, and recovery activities for the county of San Luis Obispo. Emergency management planning for the county is somewhat of a tiered organizational nature. In addition to this document being approved by the Board of Supervisors, the authority for the emergency organization and functions of the County derive from County Code section 2.80. County Code creates the emergency organization of the County, thus much of the authority for this EOP comes from County Code. This EOP in turn services as the umbrella document for many of the other emergency plans used for County emergency management purposes, as described in Part 5.

The EOP describes overall what the local government will do when conducting emergency operations. The EOP:

- Identifies the departments and agencies designated to perform response and recovery activities and specifies tasks they must accomplish;
- Outlines the integration of assistance that is available to local jurisdictions during disaster situations that generate emergency response and recovery needs beyond what the local jurisdiction can satisfy;
- Specifies the direction, control, and communications procedures and systems that will be relied upon to alert, notify, recall, and dispatch emergency response personnel; warn the public; protect residents and property; and request aid/support from other jurisdictions and/or the Federal Government (including the role of the Governor's Authorized Representative);
- Identifies key continuity of government operations;
- Describes the overall logistical support process for planned operations.

Note regarding the State Office of Emergency Services

References to the Governor's Office of Emergency Services and the California Emergency Management Agency reference the same agency; effective July 1, 2013 the California Emergency Management changed from an agency to the California Office of Emergency Services and will be

directly reporting to the Governor. As such, any reference in this document to the Governor's Office of Emergency Services, State OES, California OES, or California Emergency Management Agency refers to the same agency. In this EOP, the common reference term will be State OES to easily distinguish from County OES.

Ongoing Preparedness Activities and Plan Maintenance

A significant amount of planning has been performed to assure the protection of the health and safety of the public and emergency response workers in the event of a disaster. However, it is not always possible to plan for or otherwise prepare for every single situation or issue which may arise as a result of an emergency or other incident. As a result, experiences based upon and gained from emergency drills and exercises, actual emergencies or other incidents, or lessons learned from other sources, may result in a need to change or update this Emergency Operations Plan and/or related documents. Changes to the Plan which do not result in changes of policies made and/or approved by the Board of Supervisors can be made by the Office of Emergency Services and/or other agencies as appropriate however such changes need to be coordinated with County OES. It may also be modified if responsibilities, procedures, laws, rules, or regulations pertaining to emergency management and operations change.

The Emergency Operations Plan should be reviewed by County OES annually or as needed. Those agencies having assigned responsibilities under this plan are obligated to inform the San Luis Obispo County Office of Emergency Services when changes occur or are imminent which could have an impact on the information in this document. Changes will be published and distributed to County departments, Operational Area cities, and other jurisdictions, as appropriate.

As an overall emergency management, coordination, and policy document, this plan generally does not address specific field response actions by public safety, public works, and related agencies. Agencies responsible for specific field response actions and other duties should develop and/or maintain response plans and/or procedures specific to their roles. Such plans and/or procedures should be consistent with this document and with the National Incident Management System (NIMS), the Standardized Emergency Management System (SEMS), the National Response Framework, and the National Disaster Recovery Framework, as appropriate.

As described in Part 5, there are separate, specific operational plans and procedures that are considered either attachments to this EOP or stand alone documents which are separate yet compatible with the information in this plan. These stand alone documents provide threat specific plans and procedures and/or specific operational guidance for response to various situations.

1. AUTHORITIES AND REFERENCES

The Federal Civil Defense Act of 1950, Public Law 920, 81st Congress as amended, is the legal basis for national civil defense and emergency management in the United States. This act establishes that responsibility for national civil defense and emergency management is shared among local, state and federal governments. Each state must have laws that are consistent with the federal law if they wish to qualify for federal aid and assistance.

Local law or ordinance gives local emergency management agencies the legal authority to operate. In the case of this EOP, this information is in the San Luis Obispo County Emergency Ordinance; County Code Chapter 2.80.

To the best of the knowledge of the County at the time of adoption of this EOP it was consistent with and complied with the National Incident Management System, the Standardized Emergency Management System, and the National Response Framework. This document is also intended to comply as appropriate with the National Disaster Recovery Framework.

The following are primary emergency authorities for conducting and/or supporting emergency operations; other federal, state, and local regulations may also apply to certain aspects of emergency management:

1.1 Federal

- Federal Civil Defense Act of 1950 (Public Law 920, as amended).
- Code of Federal Regulations, Title 44, Chapter 1, Federal Emergency Management Agency, October 1, 2009.
- Robert T. Stafford Disaster Relief and Emergency Assistance Act of 1988 (Public Law 93-288, as amended from time-to-time).
- Homeland Security Presidential Directive 5, "Management of Domestic Incidents".
- Homeland Security Presidential Directive 8, "National Preparedness."
- Criteria for Preparation and Evaluation of Radiological Emergency Response Plans and Preparedness in Support of Nuclear Power Plants (Nuclear Regulatory Commission Nuclear Regulations, specifically NUREG-0654, and Federal Emergency Management Agency, Radiological Emergency Preparedness Program (NRC Regulations, 10 CFR Part 50.47 Emergency Plans)

1.2 State

- California Emergency Services Act (Chapter 7 of Division 1 of Title 2 of the Government Code).

- Standardized Emergency Management System (SEMS) Regulations (Chapter 1 of Division 2 of Title 19 of the California Code of Regulations) and (California Government Code §8607 et seq).
- Hazardous Materials Area Plan regulations contained in various California Code of Regulations and the California Health and Safety Code.
- Orders and Regulations which may be Selectively Promulgated by the Governor during a State of Emergency.
- Orders and Regulations which may be Selectively Promulgated by the Governor to take affect upon the Existence of a State of War.

1.3 Local

- San Luis Obispo County Emergency Ordinance; County Code Chapter 2.80.
- California Master Mutual Aid Agreement, adopted by the County of San Luis Obispo December 4, 1950.

2. OVERALL CONCEPT OF OPERATIONS

This Emergency Operations Plan and its related stand alone plans and procedures address a spectrum of contingencies, ranging from relatively minor incidents to large disasters. Some incidents will be preceded by a buildup or warning period, with perhaps sufficient time to warn the public and implement mitigation measures designed to reduce loss of life and property damage. Many incidents occur with little or no advance warning, thus requiring immediate activation of the emergency procedures and efficient and coordinated mobilization and deployment of resources. All departments and agencies of the County should be prepared to promptly and effectively respond to any foreseeable emergency, taking all appropriate actions, including requesting and providing mutual aid.

KEY PARTICIPANTS

As noted in the National Response Framework, key participants are organizations and entities that may either need assistance or provide assistance.

Local Governments

Local governments (counties, cities, towns, special districts) respond to emergencies daily using their own resources. They also rely on mutual aid and assistance agreements with neighboring jurisdictions when additional resources are needed. When local jurisdictions cannot meet incident response resource needs with their own resources or with help available from other local jurisdictions, they may ask the State for assistance.

State Government

The State has the ability to help local governments if they need assistance. States have significant resources of their own, including emergency management and homeland security agencies, State police, health agencies, transportation agencies, incident management teams, specialized teams, and the California National Guard.

If additional resources are required, the State may request assistance from other States through interstate mutual aid and assistance agreements such as the Emergency Management Assistance Compact (EMAC), which is administered by the National Emergency Management Association.¹

If an incident is beyond the local and State capabilities, the Governor can seek Federal assistance. The State will collaborate with the impacted communities and the Federal Government to provide the help needed.

Federal Government

The Federal Government maintains a wide array of capabilities and resources that can assist State governments in responding to incidents. Federal departments and agencies provide this assistance using processes outlined later in this document. In addition, Federal departments and agencies may also request and receive help from other Federal departments and agencies.

Non-governmental organizations

Nongovernmental and voluntary organizations are essential partners in responding to incidents. Working through emergency operations centers and other structures, nongovernmental and voluntary organizations assist local, tribal, State, and Federal governments in providing sheltering, emergency food supplies, counseling services, and other vital support services to support response and promote the recovery of disaster victims. These groups often provide specialized services that help individuals with special needs, including those with disabilities.

To engage these key partners most effectively, local, tribal, State, and Federal governments coordinate with voluntary agencies, existing Voluntary Organizations Active in Disaster (VOADs), community and faith-based organizations, and other entities to develop plans to manage volunteer services and donated goods, establish appropriate roles and responsibilities, and train and exercise plans and procedures before an incident occurs.

Private sector

Forming the foundation for the health of the Nation's economy, the private sector is a key partner in local, tribal, State, and Federal incident management activities. The private sector is responsible for most of the critical infrastructure and key resources in the Nation and thus may require assistance in the wake of a disaster or emergency. They also provide goods and services critical to the response and recovery process, either on a paid basis or through donations.

The following sections describe various stages, or phases, of an incident which may require emergency management oversight. The four phases are federal definitions used by many agencies for nationwide consistency. The four phases are **preparedness; response; recovery; mitigation.**

2.1 Preparedness Phase

The preparedness phase involves activities that are undertaken in advance of an emergency or disaster. Preparedness activities fall into two basic areas: **readiness and capability.**

Readiness activities shape the framework and create the basis of knowledge necessary to complete a task or mission. Readiness activities might include implementing hazard mitigation projects, develop and review hazard or threat analyses, developing and maintaining emergency plans and procedures, conducting general and specialized training, conducting exercises and drills, developing mutual aid agreements, and improving emergency public education and warning systems.

As part of the preparedness phase and readiness activities, San Luis Obispo County departments and other Operational Area member jurisdictions who have responsibilities in this plan should prepare procedures which should contain information such as personnel assignments, policies, notification rosters, resource lists as appropriate, and pre-determined locations to report to should communications systems be down.

Emergency response personnel should be acquainted with these procedures, and receive periodic training on them.

Capability activities involve the procurement of items or tools necessary to complete the task(s) or mission(s).

Capability activities might include assessments of what resources are available throughout the county and identification of sources to meet anticipated resource "shortfalls" which might occur during a disaster.

Capability activities and readiness activities are complimentary. For example, to help address resource shortfalls, readiness activities can include maintaining mutual aid plans or processes.

2.2 Response Phase

The response phase includes increased readiness, initial response, and extended response activities. Upon receipt of a warning or the observation that an emergency situation is imminent or likely to occur, San Luis Obispo County may initiate actions to increase its readiness as necessary and as possible.

Examples of events which may trigger increased readiness activities include a credible threat of terrorist activities, or, for non-terrorist incidents, issuance of a credible long-term earthquake prediction, receipt of a flood advisory or other special weather statement, receipt of a potential dam failure advisory; above normal conditions conducive to wildland fires, such as the combination of high heat, strong winds, and low humidity, an expansive hazardous materials incident, a rapidly-deteriorating international situation that could lead to an attack upon the United States, and, information or circumstances indicating the potential for acts of violence or civil disturbance.

Increased readiness activities may include, but are not limited to, briefing of the County Administrator and other key officials or employees, reviewing and updating of County Emergency Operations Plan and procedures, as needed and possible, increasing public information efforts, accelerating training efforts, inspecting critical facilities and equipment, including testing warning and communications systems, recruiting additional staff and emergency workers, conducting precautionary evacuations in the potentially impacted area(s), mobilizing personnel and pre-positioning resources and equipment; and contacting state and federal agencies that may be involved in field activities.

Initial response activities are primarily performed at the field response level. Emphasis is placed on minimizing the effects of the emergency or disaster. For day-to-day public safety, public works, and related incidents, this would be response activities such as fire, law enforcement, public works, emergency medical and related resources responding to incidents or other calls for service.

From an overall emergency management standpoint...that is, coordinating activities countywide or in a large area or incident...examples of initial response activities include making notifications to various agencies, as needed, disseminating warnings, emergency public information, and instructions to the public, conducting evacuations and/or rescue operations, caring for displaced persons and treating the injured, conducting initial damage assessments and surveys, assessing need for mutual aid assistance, restricting movement of traffic/people and unnecessary access to affected areas, and developing and implementing Incident Action Plans (an Incident Action Plan is a document that is put together to determine the response priorities for a certain time frame, for example the next 12 - 24 hours).

Extended response activities include sustained operations which extend beyond “normal” day-to-day emergency and related responses in the field or elsewhere.

Examples of extended response activities may include preparing detailed damage or safety assessments, operating mass care facilities, conducting coroner operations, procuring required resources to support longer term operations, documenting situation status, protecting, controlling, and allocating vital resources, restoring vital utility services, tracking and coordinating resource allocation, conducting advance planning activities, documenting expenditures, developing and implementing action plans for extended operations, disseminating emergency public information; declaring a local emergency, and coordinating with state and federal agencies.

2.3 Recovery Phase

Recovery phase activities involve the restoration of services to the public and returning the affected area(s) to pre-emergency conditions. Recovery activities may be both short-term and long-term, ranging from restoration of essential utilities such as water and power, to mitigation measures designed to prevent future occurrences of a given threat.

Examples of recovery activities may include restoring utilities, applying for state and federal assistance programs, conducting hazard mitigation analyses, identifying residual hazards, and determining and recovering costs associated with response and recovery.

2.4 Mitigation Phase

Mitigation efforts occur both before and after emergencies or disasters. Post-disaster mitigation is actually part of the recovery process. This includes eliminating or reducing the impact of hazards.

Mitigation efforts may include amending local ordinances and statutes, such as zoning ordinances, building codes, and other enforcement codes, initiating structural retrofitting measures, emphasizing public education and awareness; and assessing and altering land use planning.

Efforts may also include increasing security measures and/or, re-building in a way to lesson the impacts of future events.

3. EMERGENCY MANAGEMENT SYSTEMS

In order to effectively manage emergencies and disasters throughout California – and the United States - local and state governments use common emergency management systems. A system used nationwide is the National Incident Management System (NIMS). In addition to and in conjunction with NIMS, with California state and local agencies also use a system called the Standardized Emergency Management System (SEMS).

3.1 National Incident Management System

On February 28, 2003, President Bush issued Homeland Security Presidential Directive 5 (HSPD 5). HSPD 5 directed the Secretary of Homeland Security to develop and administer a National Incident Management System (NIMS), which required full agency compliance by September 30, 2006. NIMS builds on the foundation of existing incident management and emergency response systems used by jurisdictions at all levels. Federal departments and agencies are required to make the adoption of NIMS by state and local organizations a condition for federal preparedness assistance (certain grants, contracts, and other activities).

NIMS provides for a consistent nationwide template to enable all government, private-sector, and nongovernmental organizations to work together during domestic incidents. NIMS integrates existing best practices into a consistent, nationwide approach to domestic incident management that is applicable at all jurisdictional levels and across functional disciplines in an all-hazards context.

The principles of NIMS are:

- Flexibility: Provides a consistent, flexible and adjustable framework where government and private entities at all levels can work together to manage incidents of any size.
- Standardization: Provides a set of standardized organizational structures and requirements to improve interoperability among jurisdictions and disciplines.

Six components make up the NIMS systems approach:

- Command and Management: The three key standard incident management structures are discussed below.
- Preparedness: Effective incident management begins with preparedness activities, which include planning, training, exercises, personnel qualifications, equipment acquisitions, mutual aid and publications management.
- Resource Management: Standardized mechanisms and requirements on resource mobilization and recovery following an incident.
- Communications and Information Management: Defines communications framework for information sharing at all levels.
- Supporting Technologies: Technologies, such as data communications, to facilitate ongoing operations
- Ongoing Management and Maintenance: Establishes an activity to provide strategic direction for NIMS oversight.

NIMS standard incident management structures are based on three key organizational systems:

- The Incident Command System (ICS) defines the operating characteristics, management components, and structure of incident management organizations throughout the life cycle of an incident;
- The Multiagency Coordination System, which defines the operating characteristics, management components, and organizational structure of supporting entities;
- The Public Information System, which includes the processes, procedures, and systems for communicating timely and accurate information to the public during emergency situations.

As can be seen in the above, NIMS is congruent with the emergency management system and concepts in use in California, including San Luis Obispo County. Many of the concepts match the Standardized Emergency Management System (SEMS) concepts, in use in California, including San Luis Obispo County.

3.2 Standardized Emergency Management System

The Standardized Emergency Management System (SEMS) is intended to provide for a standardized response to emergencies involving multiple jurisdictions or multiple agencies. SEMS is intended to be flexible and adaptable to the needs of all emergency responders in California.

SEMS requires emergency response agencies to use basic principles and components of emergency management, including the Incident Command System, Interagency Coordination, the Operational Area concept, and established mutual aid systems.

SEMS consists of five hierarchical levels: field, local, operational area, region, and State, as noted on following pages. This is consistent with both day-to-day planning and response as well as disaster response activities in San Luis Obispo County.

3.2.1 Incident Command System (ICS)

The Incident Command System (ICS) – which a part of both SEMS and NIMS - is a regularly used emergency management tool, primarily for command and control of response resources in the field.

Just as most companies have a corporate president and most government agencies have district, city, or county managers/administers, ICS has an Incident Commander or person in charge. Similarly, just as companies or government agencies may have various departments or divisions within their organization, ICS is made up of a number of functions which are somewhat equivalent to “departments” or “divisions”.

For example, a city or county has a governing board (city council or board of supervisors) and an administrative function to run and oversee the city or county government. In addition to an administrative office, there are many other departments, such as public works, finance, police, fire, and so on. In turn, under each department are various divisions. For example, the police department may

have a crime prevention division, patrol division, detective division, and a records division. Each division works effectively and cooperatively with the others, under one common organization.

Similarly, during emergencies, ICS is an on scene organizational arrangement. There is a person, or sometimes persons, in charge of the incident, titled the Incident Commander. The ICS positions below the Incident Commander level are organized to coordinate and oversee the various functions which need to be accomplished during an emergency.

During most emergency incidents, it is usually obvious which agency is in charge; for example, an accident on an unincorporated roadway in California is most often the California Highway Patrol, a fire in an incorporated city is most often the fire department, or a crime in an unincorporated area is most often the Sheriff's Department. In these cases, the agency with jurisdiction is responsible for incident command.

The Incident Command System (ICS) is a nationally used standardized field ("field" meaning at the scene of an emergency) emergency management concept specifically designed to allow its user(s) to adopt an integrated organizational structure equal to the complexity and demands of single or multiple incidents without being hindered by jurisdictional boundaries. ICS is the combination of facilities, equipment, personnel, procedures, and communications operating within a common organizational structure, with responsibility for the management of resources to effectively accomplish stated objectives pertinent to an incident.

The principles of ICS are that the system provides the following kind of operations: single jurisdiction/agency involvement, single jurisdiction responsibility with multiple agency involvement, and multiple jurisdiction responsibility with multiple agency involvement. The system's organizational structure adapts to any emergency or incident to which emergency response agencies would expect to respond. The system is applicable and acceptable to all user agencies. The system is readily adaptable to new technology. The system expands in a rapid and logical manner from an initial response to a major incident and contracts just as rapidly as organizational needs or the situation decrease. ICS has common components in organization, terminology and procedures. Put another way, expanding or contracting can be explained by going back to our earlier example of a police department – a small department may have a detective division that handles all investigations in its jurisdiction. A larger department may have the detective division broken up into sections which specialize only on robbery or auto theft, for example. Similarly, ICS can have people in positions handling multiple tasks, or for larger incidents those tasks can be broken up and handled by additional personnel.

Specific information on ICS can be found in Part 2 of this Emergency Operations Plan.

The county of San Luis Obispo first adopted ICS for emergency management use in 1985, and renewed that commitment with the formal adoption of NIMS.

3.2.2 Mutual Aid System

A primary foundation of California's emergency planning and response is a statewide mutual aid system, which is designed to ensure that adequate resources can be provided to jurisdictions whenever their own resources prove to be inadequate to cope with a given situation(s).

Mutual aid is a concept where one agency or jurisdiction shares its resources with other agencies or jurisdictions in times of need. A common example is the use of fire agencies, which assist each other when one jurisdiction has a large fire.

The basis for the system is the California Master Mutual Aid Agreement, as referenced in the California Emergency Services Act. The Master Mutual Aid Agreement created a formal process wherein each jurisdiction retains control of its own personnel and facilities, but can give and receive help whenever it is needed in other areas. San Luis Obispo County has been a signatory to the Master Mutual Aid Agreement for over 50 years, having entered into it on December 4, 1950.

State government can provide available resources to assist local jurisdictions in emergencies. To facilitate the coordination and flow of mutual aid, the state has been divided into six mutual aid regions and three administrative regions. San Luis Obispo County is located within Mutual Aid Region I and the Southern Region for administrative functions.

Mutual Aid Region I consists of San Luis Obispo, Santa Barbara, Ventura, Los Angeles, and Orange Counties. There is also a Region I-A for law enforcement mutual aid, consisting of San Luis Obispo, Santa Barbara, and Ventura Counties. The purpose of mutual aid regions is to have a system in place which can quickly provide assistance to other counties in the region. The administrative region, Southern Region which oversees these mutual aid counties also oversees Mutual Aid Region VI, which consists of counties including Riverside, San Bernardino, San Diego, Imperial, Inyo, and Mono Counties.

3.2.2.1 Discipline specific Mutual Aid

The statewide system includes several discipline specific mutual aid systems, such as, but not limited to, fire and rescue, law enforcement and, emergency managers.

To further facilitate the mutual aid process, particularly during day-to-day emergencies involving public safety agencies, fire and rescue and law enforcement mutual aid coordinators have been selected and function at the Operational Area, regional and state levels.

Regional Disaster Medical Health Coordinators have been identified for each mutual aid region to coordinate medical mutual aid during disasters. It is expected that, during a disaster, the San Luis Obispo Operational Area Mutual Aid Coordinators will be assigned to, or liaison with, the San Luis Obispo County Emergency Operations Center or other coordination centers, such as DOCs.

A basic role of an Operational Area mutual aid coordinator is to receive mutual aid requests, coordinate the provision of resources from within the Op Area and pass on unfilled requests to State OES Mutual Aid Region I. That is, each Op Area mutual aid coordinator handles and tracks requests between special districts, cities, the county, and the state.

Within San Luis Obispo County, the Sheriff's Office is the Op Area Mutual Aid Coordinator for law enforcement; Cal/County Fire is generally the Op Area Mutual Aid Coordinator for fire agencies; the County Office of Emergency Services provides Op Area Mutual Aid Coordinator for general emergencies, and the County Health Officer generally delegates Regional Disaster Medical Health Coordinator Mutual Aid coordination to the County Emergency Medical Services Agency (EMSA).

During a proclaimed emergency, the San Luis Obispo Operational Area will, as needed, coordinate mutual aid requests between San Luis Obispo County, the San Luis Obispo Operational Area member jurisdictions, and the State OES Southern Regional Emergency Operations Center (REOC) or other mutual aid channels. Requests should specify, at a minimum:

The number and type of personnel needed, and/or; type and amount of equipment needed; reporting time and location; authority to who forces should report; access routes into the affected area(s); estimated duration of operations; and risks and hazards.

3.2.2.2 Volunteer and Private Agency Mutual Aid

Volunteer and private agencies are part of the San Luis Obispo Operational Area's mutual aid system; they are a part of the ongoing day-to-day emergency management system. The American Red Cross is the primary and essential element of our area's efforts to meet the care and shelter needs of disaster victims. Private sector medical/health resources are an essential part of the County's medical response. Volunteer and private agencies mobilize volunteers and other resources through their own systems. These agencies can be represented at the San Luis Obispo County EOC when activated, or through related Department Operations Centers.

The San Luis Obispo County Operational Area is fortunate to have a good Voluntary Organizations Active in Disaster (VOAD) organization. VOAD is a consortium of non-profit and faith based organizations dedicated to fostering more effective service to people affected by disaster, with a commitment to cooperation, communication, coordination, and collaboration. VOAD coordinates and works closely with the public agency emergency organizations, including the County. As needed, VOAD provides staff to the County EOC during its activation.

There are two types of resources VOAD members provide: human and material. For example, VOAD members provide volunteers and staff to serve in the event of a disaster or emergency to provide resources which may include health professionals, grief counselors, child care workers, animal rescue staff, shelter staff, meal servers, and caseworkers.

VOAD material resources may include providing shelter facilities, shelter supplies, kitchen facilities, food, clothing, horse trailers, animal crates, or satellite phones. VOAD may also establish services such as providing drop-off points through the area for people wishing to donate items after a disaster.

The American Red Cross San Luis Obispo County also provides, primarily through the use of many volunteers, important emergency services within the Operational Area. On a regular basis, the American Red Cross San Luis Obispo County responds to local emergencies - single-family fires, evacuations due to hazardous material incidents, brush fires, etc. Volunteers respond as members of a Disaster Action Team, which are located in various areas of the county. Disaster volunteers also have the opportunity to help with the ARC's ongoing emergency planning and preparedness efforts.

The Chapter's Community Disaster Education Presenters speak to organizations, schools and other groups about Disaster Preparedness Information & Training. As a presenter they help families prepare for, respond to and recover from a disaster.

In general, the Chapter is an important link between local volunteers such as those noted above and the overall Operational Area emergency management system.

3.2.2.3 Coordination of Mutual Aid Requests

Coordination of mutual aid requests goes beyond Operational Area Coordinators working as a link between special districts, cities, the county, and the state to track and fill the needs of various jurisdictions. Once mutual aid resources are obtained from other jurisdictions, those resources need to be coordinated upon their arrival at the requesting agency's destination.

Incoming mutual aid resources may be received and processed at several types of facilities, such as staging areas, mobilization centers and incident facilities.

Staging areas are used for the complete assemblage of personnel and other resources prior to being sent directly to the disaster site.

Mobilization centers are off incident locations at which emergency response personnel and equipment are temporarily located pending assignment, release or reassignment. Incident facilities include Incident Command Posts, field staging areas, bases, and camps. Field staging areas are temporary locations at an incident where personnel and equipment are kept while awaiting tactical assignments.

3.2.2.4 Mutual Aid Agreements

The following depicts a sampling of mutual aid agreements of which San Luis Obispo County is a participant:

1. California Master Mutual Aid Agreement
2. San Luis Obispo County Fire and Rescue Mutual Aid Agreement
3. Region 1A Law Enforcement Mutual Aid Agreement
4. Public Works Mutual Aid Agreement
5. California Emergency Managers Mutual Aid Agreement
6. Regional Disaster Medical/Health Coordination

As noted above, these are a sampling of the mutual aid agreements which local and state agencies with the County/Operational Area participate. Agreements are modified, updated, and added, on an as needed basis, and are generally stand alone documents that are worked out between specific entities or types of profession. For example, there are agreements for building inspector mutual aid, engineers, mental health, and many others.

The concept of mutual aid is that almost any needed resource which a local agency exhausts or needs and does not have may be requested through the Operational Area process. During an incident, resource requests can be made through the Operational Area.

3.3 Operational Area

Within the State of California, and as defined in the Standardized Emergency Management System, emergency management is coordinated using various geographical levels. Local agencies such as special districts, cities, and counties, are generally responsible for emergency management within their respective jurisdictions. However, when an emergency or other incident affects more than one jurisdiction, or that jurisdiction needs assistance, the next level up of emergency management coordination is the Operational Area.

An Operational Area (OA) consists of all political subdivisions within the geographical boundaries of a county, including county government.

The San Luis Obispo County Board of Supervisors formally established the San Luis Obispo County Operational Area with the adoption of a revised Emergency Operations Plan dated November 21, 1995. Additional information specific to the San Luis Obispo County Operational Area can found in Part 5 of this Emergency Operations Plan.

An OA is used by the County and other local political subdivisions for the coordination of information and resources, and to serve as a link in the system of communications and coordination between the state's emergency operation centers and the operation centers of the political subdivisions within the operational area. Basically, emergency response actions within an OA are coordinated by one entity when necessary during large emergencies. This helps ensure a coordinated response throughout the county. The entity that coordinates the OA also serves as a link between the OA/local agencies and Cal OES or other state and/or federal agencies.

As noted in the previous section, various agencies within Operational Areas coordinate mutual aid response and related tasks for various disciplines. These Operational Area Coordinators serve as the link between other jurisdictions and agencies within their discipline.

Fire chiefs within the OA choose the fire and rescue Operational Area Coordinator, which is usually County Fire, however it is the choice of the fire chiefs. The Sheriff of each county is the law enforcement Operational Area Coordinator. For many other general mutual aid issues and emergency functions, the San Luis Obispo County Office of Emergency Services serves as the Operational Area Coordinator.

The Regional Disaster Medical Health Coordinator system within the OA can also serve as the emergency medical services coordinator. Within San Luis Obispo County, the County Health Officer (CHO) or his designee serves as the OA Coordinator for medical and health issues. For example, within San Luis Obispo County, the County Emergency Medical Services Agency is generally the designated OA coordinator on behalf of the CHO.

Each of the Operational Area Coordinators works in conjunction with, and supports the efforts of, the other disciplines.

A copy of the Operational Area Memorandum of Understanding can be found in Part 5 of this Emergency Operations Plan. The OA MOU was developed when initial development and compliance with SEMS made the use of such an agreement desirable. Any local jurisdiction or entity within San

Luis Obispo County is considered part of the OA for emergency management coordination purposes whether or not they signed the MOU.

3.4 SEMS Interagency Coordination

Any emergency involving many agencies or jurisdictions means that those agencies and jurisdictions need to work together. The SEMS terms for this coordination is Multiagency or Interagency coordination, which means participation of agencies and disciplines involved at any level of the SEMS/emergency organization working together in a coordinated effort to facilitate decisions for overall emergency response activities, including the sharing of critical resources and the prioritization of incidents.

Multiagency coordination is generally that which takes place among agencies within a jurisdiction. For example, between police, fire, and public works departments working together at an EOC or at an actual incident/emergency scene. Interagency coordination is generally that which takes place between agencies in different jurisdictions or between agencies at different levels, such as between cities, cities and the county, special districts and the county, etcetera.

Interagency coordination is the decision making system used by member jurisdictions of the San Luis Obispo Operational Area. Interagency coordination involves agencies and disciplines involved at any level of the SEMS organization working together to facilitate decisions for overall emergency response activities, including the sharing of critical resources and the prioritization of incidents.

One of the functions of the Operational Area is to obtain a countywide picture of the situation during and after a disaster. Interagency coordination is used to prioritize response to incidents when resources are stretched thin. Essentially, it is a number of jurisdictions working together for the common good.

3.5 SEMS Functions

There are five designated levels in the SEMS organization: field response, local government, operational area, regional, and state. Each level is activated as needed.

The **field response** level commands emergency response personnel and resources to carry out tactical decisions and activities in direct response to an incident or threat, at the scene of an incident.

The **local government** level manages and coordinates the overall emergency response and recovery activities within its jurisdiction. The local government level includes cities, counties, and special districts.

The **Operational Area** level manages and/or coordinates information, resources, and priorities among local governments; and serves as the coordination and communication link between the local government level and the regional level. The Operational Area includes all jurisdictions and special districts within the county geographical area. The County of San Luis Obispo is the lead agency for the San Luis Obispo Operational Area.

The **regional level** manages and coordinates information and resources among operational areas within the mutual aid region designated and between the operational areas and the state level. This level, along with the state level, coordinates overall state agency support for emergency response activities.

The **state level** manages state resources in response to the needs of the other levels, manages and coordinates mutual aid among the mutual aid regions, the regional level and state level, and serves as the coordination and communication link with the federal disaster response system.

3.5.1 Coordination with Other Levels of Government

Provisions have been made for coordination with cities and various other jurisdictions within the San Luis Obispo Operational Area. As the lead agency for the San Luis Obispo Operational Area, the County coordinates with these agencies and jurisdictions as needed during a countywide emergency or disaster.

Through means such as direct phone links with the seven cities and Cal Poly, government radio frequencies, commercial phone systems and Radio Amateurs in Civil Emergencies (RACES), the County Emergency Operations Center communicates with the various local jurisdictions throughout the Operational Area.

An additional coordination resource is the State's WebEOC information management system. WebEOC is an Internet based emergency management and coordination system. WebEOC allows Op Areas and state agencies to request and track resources, input and review situation status updates for incidents, and related tasks.

Through the interagency coordination process, the County Emergency Operations Center acts as the Operational Area primary coordination point for situation status information as well as response and recovery coordination. The county also works with locally based state and federal agencies to ensure they are integrated into Operational Area emergency operations, as appropriate.

These coordination efforts are intended to result in a cooperative countywide response and recovery effort which will benefit the overall Operational Area, each jurisdiction, and the public.

Jurisdictions that use an agency and department operational structure might use a core team consisting of planners from the following:

- Emergency management
- Law enforcement
- Fire services
- EMS
- Public health
- Hospitals and health care facilities
- Public works
- Utility operators

- Education
- Agriculture
- Animal control
- Social services
- Childcare, child welfare, and juvenile justice facilities (including courts)
- National Guard
- Private sector
- Civic, social, faith-based, educational, professional, and advocacy organizations (e.g., those that address disability and access and functional needs issues, children's issues, immigrant and racial/ethnic community concerns, animal welfare, and service animals).

3.5.2 Coordination between SEMS Levels

Coordination links between the five SEMS functionally operating levels vary based on the type of incident. However the links generally occur using the follow methods.

3.5.2.1 Field Response

Field response level and local government level interact via direct communications between field personnel and the local government's EOC or Public Safety Answer Point (PSAP) communications center (often referred to as dispatch centers for police, fire, and other agencies), or with other coordination centers. Within each jurisdiction additional communication is made between field response staff and Department Operations Centers (DOC).

DOCs are facilities that may coordinate a specific function during an emergency response. For example, when a public works department sets up a special response center to coordinate responses to road flooding and related problems during a storm, that coordination facility is functioning as a public works Department Operations Center. Unlike an Emergency Operations Center, which often coordinates multiple response agencies, Department Operations Centers coordinate specific resources. Examples of DOCs used for San Luis Obispo County government include the County Health Agency DOC (CHA DOC) and County Public Works DOC (PW DOC).

When communications occurs between field personnel and their jurisdiction's DOC, the DOC in turn coordinates and communicates with the jurisdictional EOC or PSAP, as appropriate.

As an example, the County Health Agency has the responsibility for ensuring public and environmental health for the OA. Health Agency field personnel generally communicate and coordinate with the Health Agency DOC, and those personnel in turn coordinate with the County Emergency Operations Center. The County Public Works DOC coordinates County public works field actions, including road crews, and liaisons with the California Department of Transportation (Caltrans), the California Highway Patrol (CHP) San Luis Obispo Area office, the Sheriff's Department and various local jurisdictions when activated for response to such situations as severe storms.

3.5.2.2 DOC/EOC/OA Communication

Once the coordination and communications links identified above occur between field and local levels, local EOCs, Public Safety Answering Points (PSAPs, which are 9-1-1 police/fire dispatch/communications centers), DOCs, or related coordination centers, in turn communicate with their interagency coordination representative at the OA level. City and district fire agencies generally communicate with County Fire as the fire IAC, law enforcement agencies communicate with the County Sheriff's Office and other functions communicate with the County EOC or County OA/DOC. In addition to County Fire's normal communications and coordination functions that occur at their Emergency Command Center (ECC) located at fire headquarters, and the Sheriff's Office PSAP communications and coordination center, County Fire and the Sheriff's Office have interagency coordination liaisons at the County EOC.

The County Public Health Agency DOC, the County Public Works DOC, and similar DOCs coordinate and communicate directly with the County EOC.

In addition to local agency to OA links, the San Luis Obispo OA is in the somewhat distinct position of having many locally based state agencies that are geographically remote from sister agencies. Due to the significance of some of these agencies to the OA, including California Polytechnic State University (Cal Poly) Poly, Caltrans District V, California Department of Corrections and Rehabilitation (CDCR) California Men's Colony, California Polytechnic State University, Atascadero State Hospital, Camp San Luis and Camp Roberts, the OA also liaisons with these agencies. In addition many of these agencies provide and request resources on an as needed/as available basis, as with other mutual aid assistance. Other than routine interactions, OA to locally based State agency interaction information is forwarded to Cal OES Southern Region during OA/EOC activation.

3.5.2.3 Operational Area and State OES Regional Communications

Coordination links between the OA and Cal OES consist of routine emergency planning interactions on a regular basis and direction, coordination, and communication with the Regional EOC (REOC) or other State liaison points during emergencies or disasters requiring EOC activation. Coordination links include providing OA situation status to the REOC, making resource requests, notifying REOC of OA resource status, keeping REOC informed on the status of resources provided through them, providing damage assessment information to REOC, and receiving similar situation status information from REOC.

3.5.2.4 Operational Area and State Warning Center/State Operations Center Communications

Coordination between the San Luis Obispo County OA and the Cal OES State Warning Center (SWC) or the State Operations Center (SOC), both located near Sacramento, is minimal except during the initial stages of an incident occurring after business hours. The OA's primary direct link with Sacramento involves receiving warning or related information from the SWC to the County's 24 hour notification point (Sheriff's Department Watch Commander) or from the OA to the SWC notifying them of an event. After initial notification procedures the OA will generally make follow up links with the Southern Region.

3.6 Communications

During an emergency, the County Communications Manager (or alternate) and staff are responsible for coordinating County communications activities.

Communication System links among local and state agencies, and the Diablo Canyon Power Plant, include the following types:

- Commercial Telephone
- Interjurisdictional Dedicated Telephone System (Red Phone)
- California Law Enforcement Telecommunications System (CLETS)
- Dedicated Telephone Lines (Direct Intercom)
- County and Other Government Radio Networks
- California and National Advance Warning System (CAWAS/NAWAS)
- Radio Links with Diablo Canyon Power Plant
- Amateur Radio Emergency Services radio systems
- Operational Area Satellite Information System (OASIS)

3.6.1 Twenty-four Hour Communications Capability

A primary communications with the County EOC facility is provided by the County Sheriff's Department communications center. This center provides primary dispatching for the Sheriff's Department, all ambulance services in the county. This communications center also has direct contact with such agencies as the California Department of Forestry and Fire Protection/County Fire, police departments within the county, and city fire department dispatch centers. Primary communications are via county radio systems, dedicated direct telephone lines, and commercial telephone lines.

In the event of a disaster or large emergency affecting communications, radio systems (including repeaters) are generally provided with backup power. An alternative system is the Radio Amateur Civil Emergency Services (RACES) radios and personnel. RACES has radio and computer communications systems located in the County EOC that can be operated independently of county systems. RACES systems are self-contained, and include mobile radios that operate using batteries. RACES systems are also located at other locations throughout the county, including some city EOCs.

The County Sheriff Watch Commander's (WC) office serves as the County's two way contact with state and national warning systems. The California Advanced Warning System (CAWAS) and National Advanced Warning System (NAWAS) communications hardware is located in the WC's office.

3.6.2. San Luis Obispo County Communications

Communications systems throughout the county are varied and there is not a single central communications facility. The Sheriff's Dispatch facility is the answering point for 9-1-1 calls that originate in the unincorporated areas of the county, except those calls which originate from cellular telephones (as of the date of this plan). As of the date of this plan, cellular phone 9-1-1 calls are answered by the CHP Communications Center in San Luis Obispo. The Sheriff's Office dispatch facility provides primary dispatch for ambulances in the county, and the Sheriff's Office. The county

contracts with the California Department of Forestry and Fire Protection (Cal Fire) for fire and basic and advanced life support emergency services in unincorporated areas of the county that do not have fire districts. Cal Fire dispatches county and state fire units through its Emergency Command Center located outside the city of San Luis Obispo, on CA Highway 1. In addition to radio dispatching of fire units, Cal Fire has commercial and non-commercial phone line and computer-assisted-dispatch contact with Sheriff's communications. They also have radio and microwave "intercom" contact with other Cal Fire facilities throughout the state, including Cal Fire region headquarters.

Each city within the county and Cal Poly operates its own public safety answering point (PSAP, commonly known as 9-1-1 answering points), and dispatch their own fire and police units. With the exception of the Sheriff's dispatch and Cal Poly, the PSAPs dispatch the fire and police resources within their jurisdictions.

3.6.3 Operational Area Satellite Information System (OASIS)

The Operational Area Satellite Information System (OASIS) is a communications system designed to provide information between state, local, and federal agencies. OASIS is a communications system that consists of computer software, and hardware equipment. The hardware portion of OASIS includes a satellite system in each operational area linked to selected state, federal, and local agencies. The satellite dish for the San Luis Obispo OA is located outside the County EOC. The system is used by accessing telephones in the County OES room and on the Watch Commander's telephone console. The system is regularly tested locally and at the State level by State OES.

3.6.4 Communications Policies and Procedures

Since few uncommitted communications resources exist, the County system should be considered as all that is available during an emergency. Emergency reserve equipment is usually earmarked for use by the jurisdiction possessing it, and is thus not readily available for diversion to other jurisdictions. Even if available, it may be not practical for use by other jurisdictions due to frequency or antenna mismatch.

However, all county, state and federal communications resources can be accessed through the existing mutual aid systems, i.e. County Operational Areas, State OES Regions, etc.

RACES radio operators will be used to back up and augment County communications systems. Special consideration will be given to employing them to augment disaster operations, including medical activities, public information activities, and uses such as shelter communications.

3.7 Emergency Facilities and Equipment

3.7.1 County/Operational Area EOC

The County/Operational Area Emergency Operations Center is a 12,600 square foot facility located about five miles west of San Luis Obispo, near Camp San Luis.

The County EOC houses the Sheriff's Department dispatch center, Watch Commander, and some related patrol staff. The EOC also contains an operations section office for emergency coordination, a

command room, offices for public information, emergency plans section, RACES communications, State OES, FOES, and Pacific Gas and Electric Company (for nuclear power plant emergencies).

The Emergency Alert System (EAS) and Tone Alert System (for hospitals, schools, care homes) are activated from the EOC. EAS can also be activated remotely by County OES staff and a back-up could involve use of the State system for EAS.

The EOC has an emergency supply of water, and the county jail is nearby for emergency feeding purposes. The EOC has a generator capable of providing essential electrical needs for the building.

3.7.2 Alternate EOC Locations

In the event the County EOC becomes unusable for some reason there is a reciprocal agreement with the city of Atascadero, and the city of Paso Robles to use one of their EOC or related facilities as an alternate. There are also other facilities which could be used for EOC functions within the Operational Areas. It should be noted that an EOC can be set up and used at any workable location as needed. As of the June 2014 administrative update of this EOP, work was under way to develop a more effective alternate EOC set up and process.

3.7.3 Department Operations Centers

Some emergency and disaster functions are coordinated at locations other than the County EOC. This includes the County Health Agency, which coordinates incident operational issues from the Health Department facility in San Luis Obispo, and the Public Works Department, which coordinates incident operational issues from a location in San Luis Obispo.

Such outlying incident facilities that coordinate incident activities are referred to, per SEMS regulations, as Department Operations Centers (DOC). It is the responsibility of the agency running a DOC to remain in contact with, and coordinate with, the EOC when it is activated.

3.7.4 Field Operations Facilities

Specific field operations, such as fire suppression activities, heavy rescue from collapsed buildings, or large evacuations may require temporary facilities to work from in order to carry out their duties. Actual command of these activities will be overseen by field incident commanders (IC). Such facilities may include field command centers, which are referred as incident command posts (ICP) and staging areas for personnel, equipment, and supplies. It is the responsibility of the IC or staging area manager to remain in contact with the next emergency organization level above him or her.

3.7.5 Special Equipment Needs

The large scope of an incident may require outside resources in order to effectively respond and recover. While it is up to each agency, incident commander, EOC staff, and DOC to determine their equipment and related needs, it is a function of the EOC to anticipate many of those needs. This is accomplished through damage assessment and developing planning and intelligence information in the EOC. Many equipment and related needs will not be available within the OA and mutual aid requests will need to be processed, which is a function of logistics and liaison in the EOC. Special action from

the ESD/County Administrator and/or other authorized person may be needed to authorize expenditure of unbudgeted funds for such needs.

4. SAN LUIS OBISPO COUNTY EMERGENCY ORGANIZATION

Section 2.80.110 of the San Luis Obispo County Code states that all officers and employees of this county, together with those volunteer forces who may by agreement or operations of law be charged with duties incident to the protection of life and property in the county during such emergency, shall constitute the emergency organization of this county.

Section 2.80.060 of the County Code creates the Office of Emergency Services and states that the County Administrative Officer shall be the Director of Emergency Services (the term Director of Emergency Services is commonly referred to as Emergency Services Director [ESD]).

The matrixes in the following pages provide an overview of the roles and responsibilities for certain functions within the county and related agency emergency organization, as well as state and federal agencies. In addition, Part 3 of this plan provides an overview of duties performed by various county and related agencies during extended emergency response operations.

4.1 Common Emergency Organization

San Luis Obispo County is fortunate to have public agencies, as well as other organizations which exist for the common good, which work well together on a day-to-day basis to provide integrated safety, emergency management, and related services countywide. Many agencies, jurisdictions, groups, and other organizations work cooperatively on a regular basis. This cooperative effort has resulted in enhanced readiness for many natural and human caused emergencies or disasters.

In addition to public agencies such as the Office of Emergency Services, Sheriff's Office, County Health Department, County/Cal Fire, Department of Social Services, Behavioral Health, Public Works, and other public agencies throughout the Operational Area, support groups made up of citizen volunteers such as the various Sheriff's Search and Rescue teams, volunteer police patrols, and neighborhood watch organizations make up an integrated system of public service. In addition to individual citizens serving, volunteers also make up organizations such as those that work together through the Voluntary Organizations Assisting in Disaster (VOAD), as referenced earlier in section 3.2.2.2.

In addition to government authority – including the county of San Luis Obispo - for oversight of shelter and welfare issues, under the authority and responsibility of agencies which include, and such as, the Departments of Social Services and Behavioral Health, groups such as the American Red Cross are essential to serving the needs of disaster victims, providing support services such as shelter, service centers, and actual field response. These organizations have cooperated and interacted for many years within and throughout San Luis Obispo County.

Since local agencies are the first responders the vast majority of the time to “routine” emergencies, as well as disasters, it is important that those entities have a good interagency relationship, as well. Many local agencies - as well as certain locally based state agencies, and some federal agencies - which have roles and resources needed for emergency response have been working together and otherwise

cooperatively interacting for a number of years on general public safety, emergency management, and related services. These cooperative interactions provide a good foothold for continuing to face the challenges of emergency management on a cooperative basis countywide.

4.1.1 County Government Emergency Organization

The formal description of the County's emergency organization is outlined in section 2.80.110 of the San Luis Obispo County Code. Section 2.80.110 reads as follows:

All officers and employees of this county, together with those volunteer forces enrolled to aid them during an emergency, and all groups, organizations and persons who may by agreement or operation of law (including persons impressed into service under the provisions of Section 2.80.080(3) of this chapter) be charged with duties incident to the protection of life and property in this county during such emergency, shall constitute the emergency organization of this county. (Ord. 1384 § 2 (part), 1974)

As summarized above, the emergency organization of the county includes all employees. As such, individual departments are encouraged to be aware of their roles as outlined in this plan, and are also encouraged to support the overall efforts of emergency planning.

In addition to duties within or related to individual departments, such support may include allowing staff participation from various departments from time-to-time in order to serve roles in the Emergency Operations Center or other locations during exercises, drills, or training, outside of an employee's day-to-day departmental duties or functions, as requested by the County Administrator and/or his authorized designee(s).

4.1.2 Public Employees as Disaster Service Worker

In addition to the above referenced County Code city, county or state agency or public district employees are, by State law, Disaster Service Workers. The roles and responsibilities for Disaster Service Workers are authorized by the California Emergency Services Act and are defined in the California Code. {California Government Code 3100-31 02; Labor Code 3211.92(b)}

What does this mean? If a “Local Emergency” is proclaimed during normal work hours, employees will be expected to remain at work to respond to the emergency needs of our community. If a Local Emergency” is proclaimed outside of normal work hours, employees may be called back to work.

It also means ... in order for us, as public employees to be effective Disaster Service Workers, it is important to be assured that employee’s family members are safe and secure. The best way to have this assurance is to be prepared for a possible emergency by having personal/family emergency plans. It is vital that every employee take the necessary steps to prepare themselves and their families.

4.1.3 Common Emergency Organization Support

While County and other public agency employees make up the emergency organization and are Disaster Service Workers, it is important that know the status of their families and loved ones. In addition to each employee having the personal responsibility of developing a family emergency plan, it is recognized that

employees and other disaster workers will have a need to know the status of their family and loved ones after a disaster.

As such, consideration should be given to addressing employee's needs when they are serving the public during or after an emergency. As necessary, consideration should be given to staffing a position in the EOC or Department Operations Centers or in individual departments without DOCs, as appropriate and as needed, which can be a contact and liaison between County and/or other employees and their families.

Additional considerations during long term events may be a need to establish temporary child care for disaster workers, and possibly instructing those overseeing response efforts to release employees as possible, as needed to attend to personal emergencies or to be able to check on their families and deal with other personal needs. This is not a full release of the employee from working on the event, unless the event is soon terminated.

It is recognized that disaster workers – and other workers – can be much more effective in their public duties when they know their families and other loved ones are safe, and that other issues related to their personal lives are okay or at the least are okay for the time being.

Functional Responsibilities of Local Agencies and Private Organizations

	Alerting and Warning	Communications	Situation Analysis	Management	Public Information	Radiological Protection	Fire and Rescue	Access Control	Law Enforcement	Medical	Public Health	Coroner	Care and Shelter	Movement	Rescue	Construction and Engineering	Supply and Procurement	Personnel	Transportation	Utilities
Co. Admin (OES)	S		P	P	P		S											P		
Sheriff	P							P	S			P								
Co. Fire	S		S	S	S		P			S				S	P				S	
Co. Public Works			S	S										P		P	S		P	S
Co. Health				S		S				P	P		S							
Co. Env. Health	S					P					S									
Co. Info. Services		P	S																	
Co. General Services													S			S	P			
Co. Social Services	S				S								S							
Co. Aud / Controller																	S			
Co. Counsel				S												S				
Co. Planning				S																
Co. Supt. of Schools			S										S						S	
Co. Animal Services													S							
EMSA											P	S								
Hospitals											P	S								
Private Ambulances											P									
PG&E			S			S														P
So. Cal. Gas			S																	P
ARES			S																	
ARC										S			P							
Salvation Army													S							
Cities / Cal Poly	S		S	S	S		S	S	S					S	S		S			
AT&T		S																		P

At times of emergency, the agencies and organizations represented in this matrix have important roles to assume in one or more of three functions referred to as "Command," "Operations" and "Logistics." The deputy County Administrator, Sheriff, County Fire Chief, County Health Officer, County Engineer and senior area CHP Representative join the County Administrator to form a "Unified Command" group responsible for major policy and decisions. Miscellaneous support staff assists the command group with technical advice, public information dissemination and liaison with other agencies. The "Operations" group is composed of next line representatives of the "Command" group. They are tasked with the carrying out of protective action missions designed to best mitigate the effects of the disaster at hand. The third group, "Logistics" is responsible for all support functions needed in a disaster response from supplies to transportation to shelter and welfare. Responsibilities are shared among county departments and private organizations.

P = Principal Agency / Organization

S = Supporting Agency / Organization

Functional Responsibilities of State Agencies

	Alerting and Warning	Communications	Situation Analysis	Management	Public Information	Radiological Protection	Fire and Rescue	Access Control	Law Enforcement	Medical	Public Health	Coroner	Care and Shelter	Movement	Rescue	Construction and Engineering	Supply and Procurement	Personnel	Transportation	Utilities
Aging													S							
Air Resources Board											S									
Alcoholic Bev. Cont. Board									S											
Boating & Waterways														S	S					
CA Conservation Corps										S					S	S				
CA Highway Patrol	S		S			S			S					S	S					
CA Maritime Academy													S		S					
Community Colleges																		S		
Conservation																	S			
Consumer Affairs									S				S							
Corrections										S								S		
Education																		S		
Emergency Medical Serv. Auth.										P										
Emergency Services	P	P	P	P	P	P	P		P	S		S		P	P					S
Employment Development															S			P		
Energy Commission																	S			S
Finance										S							S			
Fire Marshal						S									S					
Fish and Game			S			S	S		S						S		S			
Food and Agriculture									S	S							S			
Forestry							S		S				S					S		
General Services									S	S				S		P	P			
Health Services						S				S	P	S					S			
Justice									S			S								
Military		S	S				S		S	S		S	S		S	S		S		
Motor Vehicles														S						
Personnel Board																		S		
Public Utilities Commission														S						P
Rehabilitation													S							
Social Services										S			P							
Solid Waste Management Board											S									
Transportation			S			S		S	S					S	S	S			P	
University of California																		S		
Veterans Affairs													S							
Water Resources																S				
Water Resources Control Board											S					S				S
Youth Authority										S			S		S			S		

P = Principal Agency / Organization

S = Supporting Agency / Organization

Functional Responsibilities of Federal Agencies

	Alerting and Warning	Communications	Situation Analysis	Management	Public Information	Radiological Protection	Fire and Rescue	Access Control	Law Enforcement	Medical	Public Health	Coroner	Care and Shelter	Movement	Rescue	Construction and Engineering	Supply and Procurement	Personnel	Transportation	Utilities
Agriculture							S										S			
Bureau of Land Management								S	S						S					
Civil Air Patrol															S					
Department of Defense							S		S	S		S			S					
Federal Aviation Administration	S													S	S					
FOES			S		S					P		S				P				
Food and Drug Administration											S									
Health and Human Services										S	P									
Interior							S													
Interstate Commerce Comm.														S						
Justice									S			S			S					
National Park Service								S	S											
National Weather Service	S					S														
Transportation														S						
Treasury									S											
US Army Corps of Engineers																S				
US Forest Service									S						S					

P = Principal Agency / Organization

S = Supporting Agency / Organization

4.2 San Luis Obispo County Emergency Operations Center Management

As a location to coordinate multi and interagency response efforts - as the sort of “disaster central” - the San Luis Obispo County Emergency Operations Center (EOC), which also serves as the Operational Area EOC, can be staffed to a level needed for any particular situation. This can range from only a core group of a few people to full activation, or somewhere in between.

Staffing in the County EOC may include emergency management representatives, Sheriff’s Office representatives, fire, California Highway Patrol, County Health Officer, Emergency Medical Services Agency, Caltrans, American Red Cross, Department of Social Services, County Office of Education, utility companies, regional transit, Public Works, and other agencies as needed and feasible.

SEMS regulations state that communications and coordination shall be established between a local government EOC, when activated, and any state or local emergency response agency having jurisdiction at an incident occurring within that local government's boundaries.

SEMS regulations also dictate that local government shall use multiagency or interagency coordination to facilitate decisions for overall local government level emergency response activities.

The emergency management organization used in the County EOC is based on SEMS and the National Incident Management System.

In the pages following the EOC emergency management organization chart are pages that explain which entities can fill what roles and a basic overview of their duties. These position duties and functions are also “living documents” which may be changed, updated, and/or revised as needed outside the approval process used for the overall Emergency Operations Plan.

4.2.1 Levels of Emergencies

In California, three levels of emergency are defined in the State of California Emergency Plan. San Luis Obispo County OES uses a comparable system of three levels of emergency. The levels of emergency and the different scenarios that may trigger a level of activation are described below; these levels and the related information are used for guidance and activation levels or definitions many vary depending on the situation and need.

Level I: Minor Emergency

A minor to moderate (Level I) emergency may involve the following conditions:

Local resources are adequate and available to respond.

A Level I emergency may trigger local governments' emergency plans and require partial or full activation of their EOC including potentially their Department Operation Centers (activation of an emergency plan does not necessarily require EOC activation).

A Level I emergency may have various degrees of impact on specific local governments.

In a Level I emergency, local governments may activate their EOC, but surrounding cities and special districts may not. Conversely, local governments may proclaim a local emergency that has little or no impact on the county at large.

Level II: Major Emergency

A major to severe (Level II) emergency may involve the following conditions:

Local resources are not adequate and assistance may be required across jurisdictional boundaries or on a regional basis.

A Level II emergency could require implementation of affected governments' emergency plans, activation of their EOCs, and potential activation of the County Operational Area EOC. Cal OES Southern Region may activate their Regional Emergency Operations Center.

A Level II emergency that impacts a local jurisdiction could by definition also impact the surrounding cities in the County. The County EOC functions could activate and a proclamation of local emergency could be made.

If resource assistance is required from outside the Operational Area or if more than one operational area is affected, the Governor could declare a State Emergency.

Level III: Catastrophic Emergency

A catastrophic (Level III) emergency may involve the following conditions:

Resources in or near the affected areas are overwhelmed; extensive state and/or federal resources may be required. Examples could include a major earthquake, a large-scale terrorist attack, or multiple large wild fires.

A Level III emergency could require activation of the County and State emergency plans and their EOCs.

To ensure that available resources are provided on a priority basis, during a Level III emergency, State and Federal resources could generally be accessed through the County Operational Area EOC. Other resource requirements that may normally be provided through mutual aid (e.g.,

transportation resources, heavy equipment, emergency medical response, engineering support, hazardous spill response) could also be provided through the County Operational Area EOC, although separate functions such as fire mutual aid could be obtained through their existing systems.

COUNTY EOC PRIMARY EMERGENCY MANAGEMENT FUNCTIONS AND STAFF POSITIONS

Note: Staff positions are for reference or guidance only; other qualified staff may fill any functional position as needed.

The "functions" shown below are an overview; there are many specific duties under each function – such as rumor control being part of PIO – which are not included in the below overview. However, guidelines for many of such positions are found in Part 3 of this plan. In addition, specific information on many functions can be found in a number of the separate emergency and related plans and documents that are referenced in Part 5.

FUNCTION	LIKELY STAFF POSITION(S)	DUTIES
Emergency Services Director (ESD)	ESD/County Administrative Officer	Oversee and manage response efforts of EOC and county staff; liaison w/Board of Supervisors
Deputy/Alternate ESD	Deputy ESD/Assistant County Administrative Officer	Assist with ESD duties; act as ESD in the absence of the ESD
Deputy/Alternate ESD	Sheriff-Coroner	Oversee law enforcement response actions and function as law enforcement Operational Area Coordinator; act as alternate ESD
Deputy/Alternate ESD	County Health Agency Director	Ensure and oversee proper public health response, including emergency medical care and recovery health issues; act as alternate ESD

FUNCTION	LIKELY STAFF POSITION(S)	DUTIES
Deputy/Alternate ESD	Director of General Services Agency	Provide assistance with and oversee response actions related to logistical needs during response and recovery efforts; act as alternate ESD
Deputy/Alternate ESD	County OES Supervisor/ Principal Administrative Analyst	Provide assistance to ESD; perform PIO function as needed; provide EOC support; act as ESD in the absence of CAO or Assistant CAO;
Public Information Officer	Principal Administrative Analyst or County PIO or Principal Personnel Analyst or County ESC or Administrative Analyst or any qualified County employee	Formulate and release information about the incident to news media, the public, emergency workers, and other appropriate entities as approved and /or directed by the ESD
Safety Officer	HR Risk Management staff, most likely County safety officer	Help ensure the safety of all county emergency workers and staff through monitoring and assessing hazardous and unsafe situations and environments
Liaison	Principal Environmental Specialist or Administrative Analyst or Principal Planner or County ESC	Contact, communication, and coordination with assisting and affected agency/jurisdictions including all OA jurisdictions
Legal Officer	Deputy County Counsel or County Counsel	Provide legal counsel to the ESD and other response staff

FUNCTION	LIKELY STAFF POSITION(S)	DUTIES
Operations	ICS Operations Section Chief or Deputy Sheriff or Sheriff or Chief Building Official or County Health Officer or County Public Works Director; County Fire	Management and coordination of incident tactical operations consistent w/ the Incident Action Plan and related incident response guidelines
Finance/Admin	Auditor-Controller or Assistant Auditor-Controller or Principal Administrative Analyst or Administrative Analyst	Responsible for financial and costs aspects of the incident that are not assigned/included with other incident functions
Planning/Intelligence	ICS Planning Section Chief or County ESC or Chief Building Official; County Fire	Responsible for collecting, evaluating, and disseminating information regarding the incident and incident status
Logistics	ICS Logistics Section Chief or County ESC or Director of General Services or Deputy Director of General Services	Responsible for providing facilities, services, personnel, equipment, and materials
Communications Unit	Communications Shop Manager or Senior Communications Technician or Communications Technician	Develop plans for, and ensure the effective use of, incident communications equipment; provide equipment as needed

FUNCTION	LIKELY STAFF POSITION(S)	DUTIES
Food Unit	Food Service Supervisor or Deputy Director of General Services or ICS Qualified Food Unit Leader	Responsible for determining feeding requirements as needed at county facilities; providing food and potable water to needed facilities and locations
Supply Unit	HR staff, General Services staff, including buyer or ICS Qualified Supply Unit Leader	Order personnel, equipment, and supplies; account for inventories of needed supplies
Facilities Unit	Property Manager or Property Manager Aide or Deputy Director of General Services	Locate and provide buildings and other incident facilities for response & recovery operations
Ground Support Unit	Automotive Garage Manager or Deputy Director of General Services or ICS Qualified Ground Support Unit Leader	Provide support such as fueling, service, maintenance, and repair of vehicles and other ground support equipment
Shelter/Welfare Unit	Director of Social Services, with Behavioral Health support	Provide temporary relief and support to displaced evacuees, including relocation shelters, food, bedding, registration, first aid, and counseling and related assistance
Animal Support	County Animal Services staff	Provide coordination between agencies to support needs related to animal evacuations
EOC Support	Emergency Services Coordinator/other OES or Admin staff	Provide for and/or coordinate the logistical and support needs of County EOC staff

FUNCTION	LIKELY STAFF POSITION(S)	DUTIES
Situation Unit	ICS situation unit leader or Deputy Sheriff or ESC or County Fire	Collect, evaluate, and display current situation status information for the incident
Resources Unit	ICS resources unit leader or ESC or General Services	Collect, track, and display status of incident resources
Documentation Unit	County Administrative staff	Maintain documentation files, provide duplication services, and operate a message center
Technical Specialist Unit	Various	Technical Specialist is a position that can be used within any ICS area. E.g., building inspectors checking homes after an earthquake would be "Technical Specialists", as could positions for behavioral/mental health professionals; APCD providing air monitoring and projection support services; Assessor staff providing damage assessment and related information, including showing out-of-area teams around the county; PC and related technical support

FUNCTION	LIKELY STAFF POSITION(S)	DUTIES
Technical Specialist Unit - Agriculture	County Agriculture Commissioner's Office	Provide technical advice on toxicities and effects of pesticides, and provide public information regarding hazards and protective actions for agricultural products involved with hazardous materials; related enforcement duties as necessary
Cost Accounting Unit	Administrative or Auditor and/or ICS qualified cost accounting unit leader	Track and document incident costs on an ongoing basis during/throughout the incident
Time Unit	Auditor-Controller staff	Track and document staff time throughout the incident response and recovery period
Compensation Claims Unit	HR Risk Management and Clerk-Recorder staff	Responsible for administering financial matters arising from serious injuries and deaths occurring as a result of the incident; responsible for handling all claims related activities for the incident
Staging	Planning staff or ICS qualified staging area manager, County Fire	Establish and maintain staging areas for resources to hold until directed to a given assignment
Public Works Branch	County Public Works	Coordinate and manage response and recovery efforts related to public infrastructure

FUNCTION	LIKELY STAFF POSITION(S)	DUTIES
Heavy Equipment Group	County Public Works	Provide specialized public works type heavy equipment needed for incident operations
Countermeasures Group	County Public Works	Coordinate and manage countermeasure activities such as dam checks, containment assistance, flood fighting, etc.
Recovery Group	County Public Works, or incident specific lead as appropriate	Coordinate and manage recovery operations related to infrastructure repair
Medical and Health Branch	County Health Agency and EMSA	Monitor and coordinate incident related emergency medical response activities, public health related issues, and behavioral health issues
Emergency Medical Services	EMSA; County Health Agency	Monitor and coordinate all incident related pre-hospital emergency response and hospital status and capacities
Public Health	County Health Agency	Carry out all incident related activities for the protection of public health and related issues
Transport Group (in this context, public health related)	EMSA; County Health Agency	Oversee staging and movement of ambulances and related emergency medical care units
Radiological Decontamination	County Fire; coordination by County OES	Decontamination of emergency workers and vehicles that received exposure to radiation

FUNCTION	LIKELY STAFF POSITION(S)	DUTIES
Fire and Rescue Branch	County/Cal Fire	Supervise and coordinate all county fire service tactical operations; perform fire and rescue Operational Area coordinator duties and functions
Heavy Rescue Group	County/Cal Fire	Site specific rescue operations, implementation of the rescue portion of the Incident Action Plan and coordination with other groups related to rescue
Hazardous Materials Group	County/Cal Fire and/or CHP, and/or Environmental Health	Site specific mitigation of hazardous material incidents and liaison with ESD for protective action decisions
Air Support Group	County/Cal Fire or ICS qualified air support group manager	Provide air support for various incident tasks such as safety and damage assessment, rescues, transporting resources, and other tasks as necessary
Law Branch	Sheriff's Department	Supervise and coordinate law enforcement tactical and support operations consistent with the Incident Action Plan
Security Group	Sheriff's Department	Direct all tactical operations required for security and isolation of emergency scenes, evacuation areas, and/or emergency facilities and sites

FUNCTION	LIKELY STAFF POSITION(S)	DUTIES
Evacuation Group	Sheriff's Department	Direct and coordinate all tactical operations required for evacuation of non-essential personnel from the affected area and/or area of the hazard
Traffic Group	CHP or Sheriff	Direct all tactical operations required for proper traffic management at or near site of incident or affected areas
Coroner Group	Sheriff-Coroner	Oversee protection and identification of human rOESins

4.3 National Response Framework

On March 22, 2008 the National Response Framework (NRF) formally replaced the National Response Plan (NRP) as the nation's overall disaster response guide. The Framework presents guiding principles that enable all response partners to prepare for and provide a unified national response to disasters and emergencies of all sizes. The Framework establishes comprehensive principles, roles and structures that organize national response. It was created to ensure that practitioners across the nation understand the roles, responsibilities and relationships of domestic incidents to better respond to any type of incident.

The NRF, using NIMS, provides the structures and mechanisms for national level policy and operational direction for Federal support to State and local incident managers and for exercising direct Federal authorities and responsibilities, as appropriate.

The NRF includes protocols for operating under different threats or threat levels; incorporation of existing Federal emergency and incident management plans (with appropriate modifications and revisions) as either integrated components of the NRF or as supporting operational plans; and additional operational plans or annexes, as appropriate, including public affairs and intergovernmental communications.

The National Response Framework is built on five key principles:

- **Engaged partnerships**
Leaders at all levels must communicate and support engaged partnerships by developing shared goals so that no one is overwhelmed in times of crisis.
- **Tiered response**
Incidents must be managed at the lowest jurisdictional level possible and supported as needed.
- **Scalable, flexible and adaptable operational capabilities**
Incident response must change as incidents change in size, scope and complexity.
- **Unity of effort through unified command**
Effective unified command is essential and requires a clear understanding of roles and responsibilities by each participating organization.
- **Readiness to act**
Effective response requires balancing a readiness to act with an understanding of risk.

The concepts included in the National Response Framework are similar to many of the concepts used in this EOP, at least to the degree that a federal document and a local document can be compared. Since the Framework uses the same core principles as NIMS and builds upon and supersedes the National Response Plan, implementation and training changes upon its adoption were minimal. This EOP is, to the best of the knowledge of the County, consistent with the NRF.

5. CONTINUITY OF GOVERNMENT

Note: Due the consolidation of the Auditor-Controller and Treasurer-Tax Collectors offices as approved the Board of Supervisors in July 2013, the number of department heads other the County Sheriff was reduced from five to four. As a result, the stand by officer designation for the Board of Supervisors will be revised with the next update of this Emergency Operations

Plan that includes policy changes. The June 2014 update is an administrative update with no policy changes.

5.1 Introduction

A disaster or other situation could result in the injury or death of key government officials, the partial or complete destruction of established seats of government, and the destruction of public and private records essential to continued operations of government.

Article 15 of Section 8635 et seq., of Chapter 7, Division 1, of Title 2 of the California Government Code (hereafter referred to as the California Emergency Services Act) establishes a method for reconstituting local governments, including a governing body.

5.2 Preservation of Local Government

Section 8635 of the California Emergency Services Act reads, in part:

“In enacting this article the Legislature finds and declares that the preservation of local government in the event of an enemy attack or in the event of a state of emergency or a local emergency is a matter of statewide concern. The interdependence of political subdivisions requires that, for their mutual preservation and for the protection of all the citizens of the State of California, all political subdivisions have the power to take the minimum precautions set forth in this article. The purpose of this article is to furnish a means by which the continued functioning of political subdivisions will be assured.”

Various sections of Article 15 of the California Emergency Services Act provide for certain authorities which allow for the ability to develop procedures to help ensure continuity of government at the local level. Based on these and related authorities, the following sections of this document provide for procedures to help ensure the continued functioning of San Luis Obispo County government in the event the governing body is unavailable to serve.

Also addressed in the following sections are alternates for the county Director of Emergency Services, County Administrator and county department head succession for emergency situations. Note: It is recognized that from time-to-time position titles such as those used in civil service may change. A change in civil service title for purposes of continuity of government in this Plan will not affect the order of succession and such title changes in this document will not be considered a policy change.

5.2.1 Standby Officers

Section 8638 of the California Emergency Services Act reads:

To provide for the continuance of the legislative and executive departments of the political subdivision during a state of war emergency or a state of emergency or a local emergency the governing body thereof shall have the power to appoint the following standby officers:

- (a) Three for each member of the governing body.
- (b) Three for the chief executive, if he is not a member of the governing body.

In case a standby officer becomes vacant because of removal, death, resignation, or other cause, the governing body shall have the power to appoint another person to fill said office. Standby officers shall be designated Nos. 1, 2 and 3 as the case may be.

The standby officers shall have the same authority and powers as the regular officers or department heads, as appropriate.

Relating to the duties of stand by officers, section 8641 of the California Emergency Services Act reads:

Each standby officer shall have the following duties:

- (a) To inform himself or herself of the duties of the office for which the officer stands by. Officers and employees of the political subdivision shall assist the standby officer and each political subdivision shall provide each standby officer with a copy of this article.
- (b) To keep informed of the business and affairs of the political subdivision to the extent necessary to enable the standby officer to fill his or her post competently. For this purpose the political subdivision may arrange information meetings and require attendance.
- (c) To immediately report himself or herself ready for duty in the event of a state of war emergency or in the event of a state of emergency or a local emergency at the place and in the method previously designated by the political subdivision.
- (d) To fill the post for which he or she has been appointed when the regular officer is unavailable during a state of war emergency, a state of emergency or a local emergency. Standby officers Nos. 2 and 3 shall substitute in succession for standby officer No. 1 in the same way that standby officer No. 1 is substituted in place of the regular officer. The standby officer shall serve until the regular officer becomes available or until the election or appointment of a new regular officer.

5.2.2 Board of Supervisors

Note: Due the consolidation of the Auditor-Controller and Treasurer-Tax Collectors offices as approved the Board of Supervisors in July 2013, the number of department heads other the County Sheriff was reduced from five to four. As a result, the stand by officer designation for the Board of Supervisors will be revised with the next update of this Emergency Operations Plan that includes policy changes. The June 2014 update is an administrative update with no policy changes, thus the consolidated position of Auditor Controller, Treasurer-Tax Collector is not included below.

As allowed by section 8638 of the Government Code of the State of California and to provide for the continuance of governmental functions of the county of San Luis Obispo during a state of war emergency or a state of emergency or a local emergency, the following standby officers are designated should the primary officer be unavailable:

Supervisor, District One:

Assessor, Standby Number 1
Treasurer-Tax Collector, Standby Number 2
District Attorney, Standby Number 3

Supervisor, District Two:

Treasurer-Tax Collector, Standby Number 1
County Clerk-Recorder, Standby Number 2
Auditor-Controller, Standby Number 3

Supervisor, District Three:

County Clerk-Recorder, Standby Number 1
Treasurer-Tax Collector, Standby Number 2
Auditor-Controller, Standby Number 3

Supervisor, District Four:

District Attorney, Standby Number 1
Auditor-Controller, Standby Number 2
County Clerk-Recorder, Standby Number 3

Supervisor District Five:

Auditor-Controller, Standby Number 1
District Attorney, Standby Number 2
County Assessor, Standby Number 3

Should the chair and vice-chair both be unavailable, the duties of the chair shall fall to the remaining available regularly elected board member who has been serving the longest. Should no regularly elected board member be available standbys shall choose a standby chair

with a majority vote. Should a majority vote not be obtained the standby chair shall be an available standby for the Board of Supervisors who has held San Luis Obispo County government elected office the longest.

The term "unavailable" as used herein is defined in section 8636 of the California Emergency Services Act. Section 8636 reads:

As used in this article, "unavailable" means that an officer is killed, missing, or so seriously injured as to be unable to attend meetings and otherwise perform his duties. Any question as to whether a particular officer is unavailable shall be settled by the governing body or the political subdivision or any remaining available members of said body (including standby officers who are serving on such governing body).

In the event all members of the Board of Supervisors, including all standby members, are unavailable, section 8644 of the California Emergency Services Act allows for the appointment of temporary officers. Section 8644 reads:

Should all members of the governing body, including all standby members, be unavailable, temporary officers shall be appointed to serve until a regular member or a standby member becomes available or until the election or appointment of a new regular or standby member. Temporary officers shall be appointed as follows:

(a) By the chairman of the board of supervisors of the county in which the political subdivision is located, and if he is unavailable,

(b) By the chairman of the board of supervisors of any other county within 150 miles of the political subdivision, beginning with the nearest and most populated county and going to the farthest and least populated, and if he is unavailable,

(c) By the mayor of any city within 150 miles of the political subdivision, beginning with the nearest and most populated city and going to the farthest and least populated.

In relation to the above, section 2.80.140 of the San Luis Obispo County Code reads, in part:

Should all members of the board of supervisors, including all stand by officers, be unavailable, temporary members of said board shall be appointed pursuant to Government Code Section 8644, and to future amendments thereto; provided however, that in the event such appointments are made by the board of supervisors' chairman of other counties within one hundred fifty miles of this county, then the following shall be the order in which such other counties shall appoint:

- (1) Kern County;
- (2) Santa Barbara County;
- (3) Monterey County;
- (4) Kings County.

5.2.3 County Administrative Officer

In accordance with section 8638 of the California Emergency Services Act and to provide for the continuance of governmental functions of the County of San Luis Obispo during a local emergency or a state of emergency or a state of war emergency, the following standby officers are designated should the primary officer be unavailable for the position of County Administrative Officer:

- 1. Assistant County Administrative Officer
- 2. Principal Administrative Analyst with longest seniority as a Principal Administrative Analyst
- 3. Principal Administrative Analyst with the second longest seniority as a Principal Admin Analyst

The term "unavailable" as used herein is defined in section 8636 of the Government Code of the State of California.

Should none of the above be available, the position interim County Administrative Officer shall be determined by the Board of Supervisors. For interim emergency purposes, consideration might be given to appoint department heads from the larger County departments, such as the Public Health Agency director or the Department of Social Services director, depending on a particular department head's experience.

San Luis Obispo County Code section 2.80.060 provides that the County Administrative Officer shall be the Director of Emergency Services. However, the role of Director of Emergency Services does not automatically fall to the standby officers listed above. As a result, the above standby officers will not fill the role of Director of Emergency Services unless their position is so designated in the following section of this document.

5.2.4 San Luis Obispo County Emergency Services Director Lines of Succession

County Code section 2.80.100 states that the Director of Emergency Services shall designate in writing the order of succession to that office, to take effect in the event the director is not available to attend meetings or otherwise perform his duties during an emergency. 2.80.100 also indicates such order of succession shall be approved by the Board of Supervisors. Approval of this Emergency Operations Plan by the Board of Supervisors also provides for approval of the order of succession of the Director as indicated below.

Should the Director of Emergency Services (commonly referred to as Emergency Services Director), who is the County Administrative Officer be unavailable or unable to serve, the following succession order shall be followed, except under the conditions identified in the following paragraph, to serve in the role of Emergency Services Director:

1. Assistant County Administrative Officer
2. County OES Principal Administrative Analyst
3. County Sheriff
4. Health Agency Director
5. County Health Officer
6. County General Services Agency Director
7. On Duty Sheriff's Watch Commander until relieved by a higher ranking Sheriff's Department employee.

Note: Per the below, the County Health Officer position has been removed from the ESD succession, per a letter on file in County OES from the County Administrative Officer, dated May 6, 2009. At a future policy update of this EOP, the position will be proposed to be removed from the above list. The CHO has many other commitments during an emergency.

Should a vacancy occur in one of the above positions other than County Administrator or Assistant County Administrative Officer, the County Administrator may remove that position from the line of succession until such time as the person filling that position has sufficient knowledge of the County, including the County's emergency organization and related procedures, to perform the duties of alternate Emergency Services Director. That determination shall be made by the County Administrator or Assistant County Administrative Officer with possible input from other members of the County's emergency organization. The Emergency Services Director may also remove any alternate ESD from the line of succession should conditions develop which would make it in the best interest of the emergency organization of the county.

Should the person that usually fills any position of authority referred to in this plan not be available, his or her alternate has the same authority to act and carry out the provisions of this Plan, with the exception of serving as county Emergency Services Director unless otherwise specified. Such authority shall be effective from the time the primary person in authority is unavailable and shall be valid until that primary person is available or for the duration of the emergency, whichever occurs first; this can be overridden by the ESD. This information should be stated in each entity's Standard Operating Procedure or related emergency planning procedure or guide.

If it is unclear as to where a stand-by officer should report during an emergency, that officer should report to the County Emergency Operations Center or his or her department's Department Operations Center. If communications are down and it is an obviously serious event

and you cannot get to a County government facility, go to a city EOC to get tied into a communications system with which you can make contact with the County EOC.

5.2.5 San Luis Obispo County Department Head Succession and Reporting Stations

Within San Luis Obispo County government, each department head may delegate their succession authority to personnel within their department for emergency response purposes. Should this not occur, department head succession for emergency response purposes will fall to those directly in line of authority below the department head's position. Both of the procedures and authorities described in this paragraph may be overridden by the County Administrator or Assistant Administrative Officer, who may appoint department head successors of their choice for purposes of emergency response leadership.

Should a disaster occur and standard communications methods such as telephone service is not functioning and such disaster is of a magnitude department heads deem may impact their departments, department heads should report to the San Luis Obispo County Emergency Operations Center for information and guidance, or to your department's Department Operations Center. If that is not possible, an alternative may be to another jurisdiction's city EOC to request to make contact with the County EOC.

5.3 Alternative County Seat

Section 23600 of the California Government Code provides that the Board of Supervisors shall designate alternative county seats which may be located outside county boundaries, (real property cannot be purchased for this purpose), a resolution designating the alternate county seats must be filed with the Secretary of State, and additional seats may be designated subsequent to the original site designations if circumstances warrant.

Past versions of this Plan have listed temporary seats of County government as being, in the following alternate order, Kern, Santa Barbara, Monterey, and Kings Counties. While these will be, and are, listed as interim alternate county seats for the purposes of this Plan, outside of the context of updating this document, it is the intent of County OES to research past resolutions relating to this issue. Should it be necessary to update this information, County OES will bring back a resolution or other Board of Supervisors agenda item outside the update process for this Plan.

5.3.1 Standby Officer Service

Service as a standby officer shall be in an ex officio capacity as a part of the primary duties of the officers and employees so designated. As such, no change in compensation or employment status shall be engendered by service as a standby officer hereunder.

As required by section 8640 of the Government Code of the State of California, each person holding a position designated as a standby officer shall take the oath of office required for the officer occupying the office for which the officer is standby. Persons acting in interim, acting or temporary capacities in the positions designated as standby officers shall not take the oath of office and shall not assume the standby duties designated; in this case the next designated standby shall assume the standby office.

Provision of section 8635 through 8644 of the California Emergency Services Act shall apply to the standby officers designated herein.

5.3.2 County and Related Emergency Worker Duties and Support Needs

In the event of a serious disaster or situation where the EOC is to be fully activated, it may be beneficial to designate a liaison position or function (technical specialist) to interact between County and related emergency workers and their personal needs. For example, EOC staff with children may have concerns as to their children's status, after an earthquake or fire in an area, there may be a concern with the status of one's home, there may be transportation issues, or many other personal concerns.

While County and related agency employees have demonstrated their commitment to citizens and the common good through response to past events, in order to ensure their continued availability and concentration on their emergency functions, it may be beneficial to consider designate a person or function which emergency workers could go through for personal needs. There may be a need to check on the family, find out the status of a home, arrange for transportation to or from emergency work locations, or other needs.

There are reminders in the ESD checklists to consider the potential need for such a liaison.

5.4 Vital Records and Protection of Information Technology

Certain vital records are defined as those records that are essential to the rights and interests of individuals, governments, corporations and other entities, including vital statistics, land and tax records, license registers, articles of incorporation, and historical information. Vital records also include those records essential for emergency response and recovery operations, such as emergency operations plans and procedures, and personnel rosters.

These vital records will be essential to the continuation or re-establishment of normal San Luis Obispo County government functions, serving to protect the rights and interests of government, and in turn the public. These rights and interests may include the constitutions, charters, statutes, ordinances, court records, official proceedings and financial records of San Luis Obispo County.

The County's Information Technology Department backs up approximately 40 servers for all County departments' nightly. In addition, County ITD maintains backup data in an alternate location, or locations, away from the primary mainframe computer and servers. This includes location(s) outside of the Operational Area. There are also alternate storage methods, such as tape and digital. In addition, the County has a mutual aid agreement with a jurisdiction outside of the county for back mainframe access which would help ensure continued use of critical data.

While each department within the County should identify, maintain, and protect its vital records, certain essential records are currently stored in different methods and back up locations. For example, vital records which are the responsibility of the County Recorder's Office are stored with a private contractor, as well as, depending on the type of information, with the State of California.

Backup information that is the responsibility of the Assessor's Office is also stored with a private contractor away from the County Government Center, as are important records from the Tax Collector's Office.

Protection of vital records generally entails storing back up documents in separate locations from primary records and information.

5.5 Protection of Fiscal Operations

In order to continue to effectively serve the public and ensure prompt emergency response, recovery, and the continuation of needed day-to-day and otherwise ongoing operations of government, it is vital that fiscal operations are able to function after a disaster.

As part of this need for fiscal continuity of government, the County Auditor-Controller's Office and the Information Technology Department are in the draft phase of creating a Business Impact Analysis Report for Disaster Recovery. The objectives of this BIA include estimating operations impacts, recovery times, personnel needed and the financial impact involved. Multiple county departments participated in the scope in addition to Auditor-Controller and ITD, including Public Works, General Services, Treasurer-Tax Collector and Human Resources.

Recovery of EFS data will occur at one time as nightly back-ups of the entire system are performed. Once data is restored, recovery efforts will focus on those modules that are most critical to county business.

5.6 Countywide Information Security Program

In addition to system back-ups which help ensure lost data can be recovered, the County has in place an Information Security Incident Response Policy. This policy outlines the steps to be taken in the event of a real, perceived or potential Information Security Incident. The Information Technology Department will work cooperatively with all County departments, outside government agencies, and vendors performing information technology work with the County to ensure safe and secure information systems.

6. PUBLIC AWARENESS AND EDUCATION

The public's response to any emergency is based on an understanding of the nature of the emergency, the potential hazards, the likely response of emergency services, and knowledge of what individuals and groups should do to increase their chances of survival and recovery. Public awareness and education prior to an emergency or disaster will directly affect San Luis Obispo County's emergency operations and recovery efforts.

Agencies such as the American Red Cross and the San Luis Obispo County's Office of Emergency Services can provide direction to people on how to obtain emergency preparedness information from local, state and federal sources. County OES also works with the owner/operator of the Diablo Canyon Nuclear Power Plant to assist them with providing public education and preparedness information for the public in the event of an emergency at the plant that could affect public health and safety.

Public education programs such as those run by the Cal/County Fire's Fire Prevention Bureau, other fire agencies, and the Sheriff's Department are an important part of preparedness efforts, teaching and informing citizens about aspects of fire prevention, fire protection, crime prevention, and related property and life safety issues. Each year thousands of children and adults receive individual training and exposure to fire safety and other life and property safety issues.

Emergency management and public safety agencies may also provide special emphasis on specific hazards during certain months throughout the calendar year, aiding in the disaster preparation and education of the communities within the San Luis Obispo County Operational Area.

7. EMERGENCY OPERATIONS PLAN MANAGEMENT

7.1 Emergency Operations Plan Modifications

This Emergency Operations Plan will be reviewed by the county Office of Emergency Services annually or as needed. The plan may be modified as a result of post-incident analyses and/or

post-exercise critiques. It may be modified if responsibilities, procedures, laws, rules, or regulations pertaining to emergency management and operations change.

Changes to the Plan which do not result in changes of policies made and/or approved by the Board of Supervisors can be made by the county Office of Emergency Services and other agencies as appropriate.

Those agencies having assigned responsibilities under this plan are obligated to inform the San Luis Obispo County Office of Emergency Services when changes occur or are imminent. Proposed changes will be submitted, in writing, to County OES. Changes will be published and distributed to county departments and operational area cities, as appropriate.

Records of revision to this plan will be maintained by the San Luis Obispo County Office of Emergency Services. Other plans, SOPs, and annexes can/will be updated as needed.

8. TRAINING AND EXERCISING

Training, exercises, and drills occur on a regular, and ongoing, basis by various public safety, emergency management, and related agencies throughout the San Luis Obispo County Operational Area. This includes training, exercises, and drills with interagency teams such as the Regional Hazardous Materials Response Team and the Bomb Task Force, drills by individual agencies and jurisdictions, and exercises which involve a large number of agencies and jurisdictions.

8.1 Training

The San Luis Obispo County Office of Emergency Services (OES) maintains information which is available to County departments and Operational Area cities on training opportunities associated with many aspects of emergency management. Individual departments are responsible for maintaining training records, and for forwarding copies to County OES. County departments with responsibilities under this plan must ensure their personnel are properly trained to carry out these responsibilities. County OES is an agency which coordinates and can assist with County department/agency training needs related to SEMS and related emergency management training.

County OES can help determine the appropriate level(s) of National Incident Management System (NIMS) and/or SEMS instruction for each member of the San Luis Obispo County emergency organization, other than field personnel. The determination will be based on individuals' potential assignments during emergency response.

County OES or appropriate county department heads or delegated staff should ensure that all emergency response personnel can demonstrate and maintain, to the level deemed appropriate,

the minimum NIMS requirements, as well as SEMS performance objectives as contained in the Approved Course of Instruction (ACI) Syllabus referenced in the SEMS regulations.

Additionally, County OES should ensure that these objectives are met through the completion of materials from the ACI or other sources which met the performance objectives, and incorporation of the objectives into exercises. Documentation of SEMS are related training should be obtained for each training session. Documentation can be forwarded to County OES for retention.

Training with, and between, interagency organizations such as hazardous material teams and the bomb task force, and between cooperative agencies is the responsibility of those individual agencies.

8.2 Emergency Exercises

A good method of training emergency responders is through exercises. Exercises allow responders and others to become familiar with the procedures, facilities and systems which they will actually use in emergency situations. County OES is a primary agency responsible for coordinating planning of emergency exercises for San Luis Obispo County which involve EOC use of nuclear power plant scenarios.

Exercises should be conducted on a regular basis to maintain readiness. Exercises should include as many Operational Area member jurisdictions as possible, depending on drill/exercise scenarios. County OES can assist with documenting OA exercises by conducting an exercise review, using the information obtained from the review and other sources to revise related emergency plans and procedures.

After Action Reports in a format provided by Cal OES can be used to document exercises and actual significant responses.

Interagency and interjurisdictional exercises that test SEMS field, local, and Operational Area overall emergency management response and coordination should be coordinated by the Operational Area discipline or related agency responsible for the particular subject. For example, bioterrorism issues may be coordinated by the County Health Agency, annual pre-wildland fire “season” training between various fire departments by Cal/County Fire or the Fire Chief’s Association of San Luis Obispo County, and nuclear power plant emergency exercise may be done by County OES.

8.2.1 Emergency Organization Exercise Staffing

It is often necessary to staff emergency management and related functions with members of county government and related agencies who may not be part of day-to-day emergency management or related agencies. It is recognized that these staff members will come from various county departments, with the exception of those staff needed to fill emergency management support roles related to their day-to-day profession.

9. EMERGENCY PLAN CONCURRENCE AND COORDINATION

County agencies which have responsibilities under this plan are obligated to inform the San Luis Obispo County Office of Emergency Services when changes occur to their department’s plans and procedures which integrate with this and/or other Board of Supervisor’s adopted emergency plans or procedures. Changes to this plan will be distributed or made available to county departments, Operational Area cities, and other jurisdictions as appropriate.

Since this is a document adopted by the Board of Supervisors, this is an official plan of San Luis Obispo County.

Should questions arise regarding concurrence or coordination issues related to this plan, the Director of Emergency Services (commonly referred to as Emergency Services Director, or ESD) is empowered to direct cooperation between and coordination of services and staff of the emergency organization of this county and resolve questions of authority and responsibility that may arise between them (per the County's Emergency Ordinance, a copy of which is included in Part 5 of this plan). This includes determination of various department's roles and responsibilities. However, in order to help ensure department heads are aware of their roles and responsibilities, those with key roles and responsibilities have been asked to review with and concur with them as outlined in the EOP. The key departments are listed below.

Administrative Office

Agricultural Commissioner/Weights and Measures

Air Pollution Control District

Assessor

Auditor-Controller

Clerk-Recorder

County Counsel

County/Cal Fire

General Services

Health Agency

Human Resources

Information Technology

Library

Planning and Building

Public Works

Sheriff-Coroner

Social Services

Treasurer-Tax Collector

10. GENERAL INFORMATION AND OVERVIEW ON NUCLEAR POWER PLANT EMERGENCY RESPONSE PLANNING AND COORDINATION

The Diablo Canyon Power Plant is located on the coast approximately 12 miles southwest of the city of San Luis Obispo. The plant contains two power generating units, both of which are operational. Each unit is a pressurized water reactor having an electric power generating capacity in excess of 1,000 megawatts.

The plant is designed to use slightly enriched uranium dioxide (UO₂) as a fuel. This fuel poses no major concern in its unirradiated state as it has very low radioactivity. However, after being in the core during operation of the reactor, the fuel becomes highly radioactive from fission by-products. These highly radioactive by-products are the main hazard in a nuclear power plant accident.

When any nuclear power plant is operated, as with any other industrial facility, an accident is possible. The principal deterrent to an accident is prevention through correct design, construction and operation, including redundant safety systems, which assures that the integrity of the reactor and related system is maintained. Protective systems are installed and are automatically activated to counteract the resulting effects when any part of the reactor system fails.

These protective systems cannot provide absolute certainty that a failure will not occur; nor if it does occur, that it will be effectively counteracted. The probability, however, of a radiological emergency at a power plant is extremely low.

In order to be prepared for an emergency response, and as required by federal regulations, jurisdictions within San Luis Obispo County have developed and maintain a comprehensive plan for emergencies at Diablo Canyon. This plan, called the San Luis Obispo County/Cities Nuclear Power Plant Emergency Response Plan, is maintained by the County Office of Emergency Services, and is consistent with, and considered part of, this Emergency Operations Plan.

However, while consistent with this EOP, due to the nature of nuclear power plant emergency response planning, and certain federal requirements, there are some emergency management operational functions that may differ in structure and format in the Nuclear Power Plant

Emergency Response Plan (NPP ERP) than are demonstrated in this document.

County OES helps ensure that the NPP ERP is coordinated with other emergency response agencies, including the State of California and various local jurisdictions. County OES also coordinates emergency planning issues with the operator and staff of Diablo Canyon.

The primary objective of the NPP ERP is to outline the emergency actions that could be taken to protect the health and safety of the public. The NPP ERP establishes official County policies, assigns responsibilities to emergency response organizations, and defines the scope of emergencies that require activation of the plan. The NPP ERP also describes concepts of operation for mobilizing emergency workers, notifying the general public, and the process of implementing decisions for protective action recommendations for emergency workers and the general public.

The NPP ERP is divided into three parts to facilitate its use: an administrative section with overall policy and related information; a section which is made up of standard operating procedures (which are essentially guidelines or smaller plans for various agencies which have a role in NPP emergency planning and response), and a third part which is reference information.

The standard operating procedures (there are approximately 55), which are commonly referred to as SOPs, are updated depending on need, however they are cycled through for updates on an ongoing basis. In addition to the ongoing updates, a letter is regularly sent to each of the agencies with an SOP inquiring if updates need to be made.

The SOPs are somewhat like smaller emergency plans which provide direction to specific agencies for response to a nuclear power plant incident. To provide an example of some of the agencies and emergency functions that have individual NPP SOPs, they include: California Highway Patrol, Sheriff's Department, County Office of Education, County Health Agency, County Public Works, local cities, school districts, various County departments, and related agencies.

11. GENERAL INFORMATION AND OVERVIEW ON TERRORISM RESPONSE PLANNING AND COORDINATION

NOTE: The concepts related to terrorism response and coordination has changed significantly in the last decade. This includes the development of cooperative and standing working relationships and organizations, and other changes that negate the need for any Operational Area Terrorism Working Groups as noted in this section. This concept was developed in the years after 9/11. At a future policy update of this Emergency Operations Plan it is anticipated reference to the Terrorism Working Groups as described below will be removed.

While San Luis Obispo County is a relatively low population area, with generally low population

density when compared with major metropolitan areas, the possibility of a terrorist action cannot be discounted. Terrorist actions may include biological, chemical, incendiary, explosive, nuclear/radiological, or electronic (such as software system) attacks.

While it is prudent to increase preparedness efforts to address these threats throughout the nation, including San Luis Obispo County, there are also a number of emergency management systems and procedures which have been in place for some time that can help address these potential incidents. Some of these systems have been in place for a number of years, while others have been developed due to the new awareness and need to address terrorism related issues.

Since, within the structure of the Operational Area emergency management system, agencies and organizations have worked together for many years, it was not necessary to develop whole new working groups to address terrorism, although there are new coordinating committees. The concept developed for Terrorism Working Groups within the San Luis Obispo Operational Area is based on the same concept as has existed for general emergency management Operational Area functions for many years.

While the FBI is the lead federal investigative agency for terrorism, overall management of the consequences of actual or threatened terrorist incidents is the responsibility of the affected local jurisdiction. In addition, initial response actions will most likely be led and overseen by local agencies. Command and control of all incident activities remains with the jurisdictional incident commander and/or unified command. The San Luis Obispo County Sheriff's Office or other law enforcement agency of jurisdiction are the lead agencies at the local level for law enforcement aspects of an incident.

In some smaller threats or incidents, local law enforcement will retain jurisdiction and control of the entire process, with the federal law enforcement community providing only support and resources as needed.

FBI representatives regularly interact with local law enforcement organizations within the San Luis Obispo County Operational Area.

11.1 San Luis Obispo County Operational Area Terrorism Working Groups

The following is an overview of the structure and concept of terrorism coordination within the San Luis Obispo Operational Area/San Luis Obispo County. As an overview, the following is not considered policy, and is not part of the formal Emergency Operations Plan; it is provided here to explain how the various agencies within San Luis Obispo County interact, as of the date of this EOP, to coordinate a number of issues related to terrorism.

The current primary Operational Area Terrorism Working Group (TWG) within San Luis Obispo County is a group led by the primary Operational Area Coordinators: County Sheriff as the law

enforcement Operational Area Coordinator, Cal/County Fire Chief as the fire service Operational Area Coordinator, the County Health Officer as the Public Health Operational Area Coordinator, and a representative of the County ESD/County Office of Emergency Services as the general emergency Operational Area Coordinator.

The TWG coordinates emergency planning and related issues with four related associations, or committees. Through their existing or recently developed (since September 11, 2001) structure, these entities may serve in the role of:

- TWG Law/Crisis Management Committee
- TWG Bioterrorism Committee
- TWG Food and Agriculture Committee
- TWG Fire, Technical Rescue, and Hazardous Materials Committee

11.1.1 TWG Law/Crisis Management Committee

Since terrorism crisis management issues are generally law enforcement related, such issues can be addressed through the Operational Area law enforcement agencies. Op Area law enforcement agencies, plus some locally based state agencies, as well as the FBI, are represented as a group through the Criminal Justice Administrator's Association (CJAA), an organization of police chiefs, County Sheriff, local FBI and other law enforcement and related agencies in the county.

11.1.2 TWG Bioterrorism Advisory Committee

In order to coordinate public health preparedness and response issues related to bioterrorism, a Bioterrorism Advisory Committee works together to address common issues. This committee, which is an advisory group to the County Health Officer, may also serve as the Terrorism Working Group Bioterrorism Committee. The advisory committee is made up of representatives from entities such as the County Public Health, Behavioral Health, hospitals, law enforcement, fire departments, American Red Cross, Emergency Medical Services Agency, Regional Hazardous Materials Response Team, County Office of Emergency Services, ambulance provider, and other related entities.

This advisory committee works as part of the Operational Area terrorism coordination efforts through the County Health Officer and other agencies as appropriate.

11.1.3 TWG Food and Agriculture Committee

The Food and Agriculture Committee is primarily made up of members of the County Agriculture Commissioner's Office and the Public Health Department, including the Division of Environmental Health. The TWG Food and Agriculture Committee reports to the Agriculture

Commissioner and Director of Environmental Health, who in turn reports to the County Health Officer.

11.1.4 TWG Fire, Technical Rescue, and Hazardous Materials Committee

The Fire Chief's Association of San Luis Obispo County is made up of fire chiefs and related personnel from throughout the Operational Area. This group has worked cooperatively for many years on fire mutual aid and automatic aid, developing common training programs, ensuring proper coordination of shared resources throughout the county, involvement and oversight of the County Regional Hazardous Materials Response Team, involvement with pre-hospital care, and other common interests and issues.

Due to its membership from throughout the Operational Area, the Fire Chief's Association can also address terrorism emergency management issues related to their discipline, and acts as the Terrorism Working Group Fire, Technical Rescue, and Hazardous Materials Committee

In turn, many of these agencies in turn work with others - for example, the American Red Cross coordinates shelter issues with Public Health and County Behavioral Health.

11.2 Terrorism Crisis Management and Consequence Management

For purposes of describing the functional and operational aspects of terrorism response, this Plan will explain the concept using two inter-related phases known as "crisis" and "consequence" management. These phases were articulated at the federal level in Presidential Decision Directive 39 (PDD-39), by President Clinton, to describe the division of responsibilities among federal agencies. This terminology can also be used to provide an overview of how local efforts are coordinated, as well as how integrated local, state, and federal efforts could work.

While the concepts of crisis management and consequence management are used in this Plan to describe the functional and operational aspects of terrorism response coordination, in 2003 President Bush issued Homeland Security Presidential Directive 5 (HSPD-5), relating to the subject of management of domestic incidents. HSPD-5 reads, in part, as follows:

To prevent, prepare for, respond to, and recover from terrorist attacks, major disasters, and other emergencies, the United States Government shall establish a single, comprehensive approach to domestic incident management. The objective of the United States Government is to ensure that all levels of government across the Nation have the capability to work efficiently and effectively together, using a national approach to domestic incident management. **In these efforts, with regard to domestic incidents, the United States Government treats crisis management and consequence management as a single, integrated function, rather than as two separate functions.**

Although the above reference is to treating crisis management and consequence management as

a single, integrated function, describing the two concepts as outlined in PDD-39 may help provide an overview of how response to terrorism incidents are coordinated. Of course, it is indeed necessary for crisis management and consequence management to integrate as appropriate during and while planning for, incidents.

Crisis management, as a concept, is essentially the law enforcement part of terrorism preparedness, response, and investigation. Crisis Management is the law enforcement response to the causes of terrorist incidents, terrorists, and their weapons. It includes measures to identify, acquire, and plan the use of resources needed to anticipate, isolate, prevent, and/or resolve a threat or act of terrorism.

The federal crisis management concept is lead by the Federal Bureau of Investigation (FBI) with assistance from other federal, state, and local agencies as necessary. However, joint or unified command may be established between federal and local law enforcement agencies.

Consequence management, as a concept, addresses the consequences of terrorism, the effects upon people, their property, and their communities. It includes measures to protect public health and safety, restore essential government services, and provide emergency relief to government, businesses, and individuals affected by the consequences of terrorism.

PDD-39 designated the Federal Bureau of Investigation as the lead agency for crisis management and terrorism investigations. However, it is almost always local authorities who must address the initial response. It is their efforts in the minutes following a terrorist act that we rely on to save lives, contain the scope of the crisis, and apprehend terrorists who may be fleeing the scene.

PDD-39 also designated the Federal Emergency Management Agency (FOES's duties are now part of the Department of Homeland Security [DHS]; following references to FOES in this document will generally be shown as DHS/FOES) as the lead agency for consequence management, although local jurisdictions have the responsibility to manage the consequences of terrorist incidents occurring within their areas during the critical hours before federal assistance can arrive.

Essentially, crisis management describes the criminal investigation and related law enforcement issues while consequence management describes taking care of the victims or potential victims and related issues.

The State of California and local agencies exercise preeminent authority to make decisions regarding the consequences of terrorism. Under National Incident Management System (NIMS) and Standardized Emergency Management System (SEMS) concepts (which are described in following parts of this document), this authority would normally rest with the incident commander and local emergency services organization. The federal government provides assistance as required. DHS/FOES coordinates federal agencies consequence management

type/related activities within the State of California.

11.3 Federal Department of Homeland Security Oversight of Terrorism Response

At the federal level, Homeland Security Presidential Directive 5 (HSPD-5) – (as noted above, the directive signed by President Bush in 2003, which relates to the management of domestic incidents) – states that the Secretary of Homeland Security is the principal Federal official for domestic incident management. Item 4 through 6 in HSPD-5 reads as follows:

(4) The Secretary of Homeland Security is the principal Federal official for domestic incident management. Pursuant to the Homeland Security Act of 2002, the Secretary is responsible for coordinating Federal operations within the United States to prepare for, respond to, and recover from terrorist attacks, major disasters, and other emergencies. The Secretary shall coordinate the Federal Government's resources utilized in response to or recovery from terrorist attacks, major disasters, or other emergencies if and when any one of the following four conditions applies: (1) a Federal department or agency acting under its own authority has requested the assistance of the Secretary; (2) the resources of State and local authorities are overwhelmed and Federal assistance has been requested by the appropriate State and local authorities; (3) more than one Federal department or agency has become substantially involved in responding to the incident; or (4) the Secretary has been directed to assume responsibility for managing the domestic incident by the President.

(5) Nothing in this directive alters, or impedes the ability to carry out, the authorities of Federal departments and agencies to perform their responsibilities under law. All Federal departments and agencies shall cooperate with the Secretary in the Secretary's domestic incident management role.

(6) The Federal Government recognizes the roles and responsibilities of State and local authorities in domestic incident management. Initial responsibility for managing domestic incidents generally falls on State and local authorities. The Federal Government will assist State and local authorities when their resources are overwhelmed, or when Federal interests are involved. The Secretary will coordinate with State and local governments to ensure adequate planning, equipment, training, and exercise activities. The Secretary will also provide assistance to State and local governments to develop all-hazards plans and capabilities, including those of greatest importance to the security of the United States, and will ensure that State, local, and Federal plans are compatible.